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NOTICE OF CANCELLED MEETING

HOUSING AND SOCIAL POLICY COMMITTEE

SAN FRANCISCO BOARD OF SUPERVISORS

NOTICE IS HEREBY GIVEN That the regularly scheduled Housing and Social Policy Committee meeting of February 2, 1999, has been cancelled.

Gloria L. Young
Clerk of the Board

POSTED: JANUARY 28, 1999

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NOTICE OF CANCELLED MEETING

HOUSING AND SOCIAL POLICY COMMITTEE

SAN FRANCISCO BOARD OF SUPERVISORS

NOTICE IS HEREBY GIVEN That the regularly scheduled Housing and Social Policy Committee meeting of February 16, 1999, has been cancelled. The next regularly scheduled Housing and Social Policy Committee meeting will be held on Tuesday, March 2, 1999, at 10:00 a.m., 1 Dr. Carlton B. Goodlett Place, Room 263, San Francisco, California.

Gloria L. Young
Clerk of the Board

POSTED: FEBRUARY 10, 1999

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City and County of San Francisco
Meeting Minutes - DRAFT
Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B.
Goodlett Place
San Francisco, CA
94102-4689

Tuesday, March 02, 1999 **10:00 AM** **City Hall, Room 263**

Regular Meeting

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MAR 25 1999

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Members Present: Mabel Teng, Sue Bierman, Alicia Becerril.

MEETING CONVENED

Meeting convened at 10:07 a.m.

990156 **[Local Law Enforcement Block Grant]** **Supervisors Teng, Bierman, Becerril**

Resolution authorizing the Mayor of the City and County of San Francisco to retroactively apply for, accept, and expend a grant in the amount of $2,826,976 from the U.S. Department of Justice to administer the Local Law Enforcement Block Grant Program, and waiving indirect costs. (Mayor)

1/27/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2/24/99, CLERICAL CORRECTION. Clerically corrected by department on advice of City Attorney on page 1, line 4, to insert after "accept," the following: "and expend."

Hearing held.
Supervisors Teng, Bierman and Becerril added as co-sponsors.
RECOMMENDED.. by the following vote:
Ayes: 3 - Teng, Bierman, Becerril

990196 **[Grant - State]**

Resolution authorizing the Mayor's Criminal Justice Council to apply for up to $6,000,000 from the State Board of Corrections under the Juvenile Crime Enforcement Accountability Challenge Grant II (JCE&ACG) Program to implement a local action plan that addresses the needs of youth who are involved in the juvenile justice system. (Mayor)

2/3/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

Hearing held.
(Approved by the Board of Supervisors as File No. 990348 on March 1, 1999.)
TABLED by the following vote:
Ayes: 3 - Teng, Bierman, Becerril

990284 **[Private Industry Council Refugee County Plan]**

Resolution authorizing a release of reserves of Federal Refugee Formula Funds in the amount of $334,362 to the Private Industry Council of San Francisco, and authorizing the Private Industry Council of San Francisco to accept and expend, retroactive to October 1, 1998, $26,121 of additional Refugee Formula Funds and $175,614 of Targeted Assistance Discretionary Funds in line with the Refugee County Plan. (Private Industry Council)

2/17/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

Hearing held.
RECOMMENDED.. by the following vote:
Ayes: 3 - Teng, Bierman, Becerril

990332 **[Underground District 345, Lincoln Way]** **Supervisor Bierman**

Ordinance creating Underground District No. 345 on Lincoln Way from Eighth Avenue to 26th Avenue.

2/22/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

Hearing held.
RECOMMENDED by the following vote:
Ayes: 3 - Teng, Bierman, Becerril

990333 **[Underground District 346, Taraval Street]** **Supervisor Bierman**

Ordinance creating Underground District No. 346 on Taraval Street from 19th Avenue to Lower Great Highway.

2/22/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

Hearing held.
RECOMMENDED by the following vote:
Ayes: 3 - Teng, Bierman, Becerril

982076 **[Signs, Banners, Handbills Regulations]** **Supervisor Kaufman**

Ordinance amending Police Code by repealing Article X, Sections 675 to 679, inclusive, and 685 and Article XIV, Sections 975 to 984, inclusive; by amending Public Works Code by adding Article 5.6, Sections 184.56 to 184.68, inclusive, to regulate the posting of signs on commercial and non-commercial streets; by adding Article 5.7, Sections 184.69 to 184.78, inclusive, regulating the distribution of handbills and the display of banners.

(Repeals Police Code Sections 675 to 679, 685, 975 to 984; Adds Public Works Code Sections 184.56 to 184.68, 184.69 to 184.78.)

12/14/98, ASSIGNED UNDER 30 DAY RULE to Housing and Neighborhood Services Committee, expires on 1/13/1999.

1/25/99, TRANSFERRED to Housing and Social Policy Committee.

2/8/99, SUBSTITUTED.

2/8/99, ASSIGNED to Housing and Social Policy Committee.

Hearing held. Continued to April 6, 1999.
CONTINUED by the following vote:
Ayes: 3 - Teng, Bierman, Becerril

981678 **[Census Bureau]** **Supervisors Teng, Bierman**

Hearing to consider the Census Bureau's plans to ensure that there is no undercount of San Francisco residents, especially non-English speaking San Franciscans, in either the 10 year census or the "mini-census" American Community survey.

10/5/98, RECEIVED AND ASSIGNED to Health, Family, and Environment Committee.

1/25/99, TRANSFERRED to Housing and Social Policy Committee.

Hearing held. Supervisor Bierman added as co-sponsor.
FILED.

981946 **[California Children and Families First Initiative, Proposition 10]** **Supervisors Yee, Bierman, Brown**

Hearing to discuss Proposition 10, the California Children and Families First Initiative, including the estimated increase in funding for San Francisco's children and families, and the process for creating the Children and Families First Commission.

11/16/98, RECEIVED AND ASSIGNED to Health, Family, and Environment Committee.

1/25/99, TRANSFERRED to Housing and Social Policy Committee.

Hearing held.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 3 - Teng, Bierman, Becerril

981948 **[Tobacco Surtax, Proposition 10]** **Supervisor Ammiano**

Hearing on the effects of the passage of Proposition 10 (California Children and Families First Initiative) on San Francisco, including the potential structure and operation of a San Francisco Children and Families First Commission, potential levels of funding for early childhood development programs and smoking prevention programs, and other requirements of the measure.

11/16/98, RECEIVED AND ASSIGNED to Health, Family, and Environment Committee.

1/25/99, TRANSFERRED to Housing and Social Policy Committee.

Hearing held.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 3 - Teng, Bierman, Becerril

981725 **[Workfare Worker Rotation Plan]** **Supervisors Ammiano, Brown, Katz, Bierman**

Hearing to consider the Department of Human Services' proposed Workfare worker rotation plan.

10/13/98, RECEIVED AND ASSIGNED to Economic Development, Transportation, and Technology Committee.

1/25/99, TRANSFERRED to Housing and Social Policy Committee.

Continued at the request of sponsor. No public testimony was taken.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 3 - Teng, Bierman, Becerril

982143 **[Adult Education Scholarship Fund]** **Supervisor Leno**

Hearing to determine the resources available for an adult education scholarship fund to benefit CalWORKS recipients who are currently allowed up to 24 months of post-secondary education in order to augment their education by an additional 1 to 3 years.

12/21/98, RECEIVED AND ASSIGNED to Economic Development, Transportation, and Technology Committee.

1/25/99, TRANSFERRED to Housing and Social Policy Committee.

Hearing held. (Supervisor Bierman was absent for vote, but present for public testimony.)

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 2 - Teng, Becerril

Absent: 1 - Bierman

980239 **[Foster Care System]** **Supervisor Ammiano**

Hearing to consider whether San Francisco's foster care system is achieving its objectives in protecting dependent children.

2/9/98, ASSIGNED to Health, Family, and Environment Committee.

9/24/98, CONTINUED TO CALL OF THE CHAIR. Heard in Committee. Speakers: None.

1/25/99, TRANSFERRED to Housing and Social Policy Committee.

Hearing held.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 3 - Teng, Bierman, Becerril

ADJOURNMENT

Meeting adjourned at 2:16 p.m.

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BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

February 26, 1999

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: March 2, 1999 Housing and Social Policy Committee Meeting

Item 1 – File 99-0156

Department:	Mayor's Criminal Justice Council
Item:	Resolution authorizing the Mayor to retroactively apply for, accept and expend a grant in the amount of $2,826,976 from the U.S. Department of Justice to administer the Local Law Enforcement Block Grant Program, and waiving indirect costs.
Amount:	$2,826,976
Grant Period:	October 1, 1998 to September 30, 2000 (2 years)
Source of Funds:	U.S. Department of Justice Local Law Enforcement Block Grant Program
Description:	The U.S. Department of Justice Local Law Enforcement Block Grant Program provides local governments with funds to underwrite projects to reduce crime and improve public safety. The Block Grant application identifies several Federal "purpose areas" for which local governments can use Local Law Enforcement Block Grant

funds. According to Mr. Keith Choy of the Mayor's Criminal Justice Council (MCJC), the MCJC applied for grant funds in July of 1998 and was awarded $2,826,976 in September of 1998.

Mr. Choy states that the MCJC will use the grant funds for the following four purpose areas:

- Law Enforcement Support ($326,511): This purpose area provides overtime for law enforcement officers to improve basic law enforcement functions and expenses related to the provision of basic law enforcement procedures.

- Community Crime Prevention ($1,557,565): This purpose area establishes crime prevention programs involving cooperation between community residents and law enforcement personnel. This purpose area includes the following services: (1) the Neighborhood Crime Prevention Program; (2) youth violence, safety and delinquency prevention programs; (3) a crisis hotline and mental health response team; (4) the Sheriff's in-custody Roads to Recovery Program; (5) Beacon multi-service community centers; (5) enhanced mental health services for juvenile offenders; and (6) the Sheriff's Own Recognizance Project and Pre-Trial Diversion Project.

- Expansion and Development of Drug Courts ($785,400): This purpose area seeks to reach non-violent offenders with substance abuse problems and offer them treatment, aftercare, supervision, as well as possible prosecution, confinement, or incarceration due to non-compliance or failure to make progress in treatment.

- Enhancement of Adjudication for Violent Offenders ($157,500)

Budget: Attachment I, provided by the MCJC, contains the budget details for the four above-noted areas to be funded by the Block Grant.

Required Match: $314,108 (See Comment No. 1)

Indirect Costs: According to Mr. Choy, the grantor does not permit the inclusion of indirect costs in grant awards.

Comments:

1. As noted above, the proposed grant requires a local match of $314,108. According to Mr. Choy, the funding source for this required match will be existing General Fund monies in the Mayor's Criminal Justice Council's annual budget. Matching funds will be used to partially fund the activities of the San Francisco SAFE-Neighborhood Safety Partnership ($188,465) and the Japanese Community Youth Council ($125,643). According to Mr. Choy, the work done by these organizations serves the broad purposes of Federal Priority Area 6, Community Crime Prevention, and therefore is an appropriate match for the Local Law Enforcement Block Grant.

2. As shown in Attachment I, $326,511 is allocated for the Law Enforcement Support purpose area for the School Resource Officer (SRO) Program. The SRO Program is designed to improve relations between youth and the Police Department by placing Police Officers in schools to mentor and advise students and administrators.

In the SRO Program, one Police Officer per school will be assigned to 18 San Francisco middle schools for 10 hours per week (40 hours per month) during one nine-month school year of the two-year term of the grant. In addition, the SRO Program would be supervised by two Sergeants and one Lieutenant. According to Mr. Choy, the sworn personnel assigned to the SRO Program will be paid on an overtime basis because, if the District Stations were to assign sworn personnel to the SRO Program on regular time, this would reduce the number of sworn personnel available on the streets for neighborhood public protection. A breakdown of this $326,511 request for overtime is as follows:

Personnel	Amount
18 Police Officers @ overtime rate of $43.22/hour x 40 hours/month x 9 months	$280,066
2 Sergeants @ overtime rate of $50.18/hour x 40 hours/month x 9 months	36,129
1 Lieutenant @ overtime rate of $57.31/hour x 20 hours/month x 9 months	10,316
Total	$326,511

3. The MCJC advises that the proposed grant would provide continued funding for 12 existing positions plus five youth interns for the Community Crime Prevention, Expansion and Development of Drug Courts, and for the Enhancement of Adjudication for Violent Offenders purpose areas. These positions are Limited Tenure positions and will be terminated when the two-year Block Grant expires unless funds are extended. The total costs for these personnel, including 12 positions at $783,780 and five interns at $4,600, is $788,380. Of this amount, $764,271 would be funded with the proposed grants and the remaining $24,109 would be funded with existing funds in the Police Department's and District Attorney's budgets and with existing grant funds.

4. The MCJC has prepared a Disability Access Checklist, which is on file with the Clerk of the Board's Office.

5. According to Mr. Choy, the time between the notification of available grant funds of June 21, 1998 and the grant application deadline of July 20, 1998 was such that the MCJC did not have sufficient time to seek approval from the Board of Supervisors to apply for the Block Grant. Thus, the proposed resolution provides for retroactivity. According to Mr. Choy, no expenditures have been incurred against the proposed grant.

6. Attachment II is MCJC's Grant Application Information Form.

Recommendation: Approve the proposed resolution.

MYLEB3 Summary
by Federal Program Priority Area
(Revised 2/25/99)

		Yr. 1 10/1/98 - 9/30/99	Yr. 2 10/1/99 - 9/30/00		Total:
Law Enforcement Support:					
Police-	School Resource Officers		326,511		326,511
Police-					-
	Law Enforce. Support Subtotal:	-	326,511		326,511
Community Crime Prevention:					
MCJC-	Contracts with SAFE, JCYC		210,000		210,000
MCJC-	Delinq. Prev. Contracts by RFP	109,000	388,598		497,598
DPH/CMHS-	Crisis Hotline/Response Team		105,000		105,000
Sheriff-	Roads to Recovery	100,000			100,000
MCJC-	Beacon Centers	50,000	50,000		100,000
MCJC-	Match for BOC applic.		300,000		300,000
MCJC-	Own Recog. Project	40,000	80,000		120,000
Sheriff-	Contracts with Pre-Trial Div.		26,500		26,500
MCJC-	Special Assist.-Prevention		39,432		39,432
MCJC-	Special Assist.-Grants Mgmt.		59,035		59,035
	Comm. Crime Prev. Subtotal:	299,000	1,258,565		1,557,565
Supporting Drug Courts:					
Muni. Court-	Drug Court Coordinator		78,750		78,750
Adult Prob.-	Clerk		45,518		45,518
District Attor.-	Investigator		52,500	***	52,500
Public Def.-	Civil Attorney		76,650		76,650
Sheriff-	Two Deputy Sheriffs		121,387		121,387
Police-	Police Sergeant		68,040	***	68,040
Adult Prob.-	Senior Adult Prob. Officer		65,459		65,459
DPH/CSAS-	Treatment Service Contracts		277,096		277,096
	Supporting Drug Cts. Subtotal:	-	785,400		785,400
Enhancing Adjudication of Violent Offenders:					
District Attor.-	Senior District Attorney		105,000	***	105,000
Public Def.-	Court Alternative Specialist		52,500		52,500
	Enhancing Adjud. Subtotal:	-	157,500		157,500
	Federal Total for All Areas:	299,000	2,527,976		2,826,976

Local $ augment Fed $ ***

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: **The Board of Supervisors**
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Mayor's Criminal Justice Council
2. Contact Person: Keith Choy Telephone: (415) 554-6558
3. Project Title: Local Law Enforcement Block Grant
4. Grant Source Agency: U.S. Department of Justice, Bureau of Justice Assistance
5. Type of Funds: Federal X Federal-State (Pass-Through) ___ State ___ Local ___
   Private ___
6. Proposed (New/**Continuation**) Grant Project Summary:

The Local Law Enforcement Block Grant Program is a Federal initiative that provides local governments with funds to underwrite projects improve public safety and reduce crime in the local community. The LLEBG Program's Work and Budget Period is 10/1/98 to 9/30/00. San Francisco's application identified four of the seven Federal purpose areas to expend block grant funds:

- Purchasing equipment and paying overtime for law enforcement officers to increase hours for law enforcement services.
- Expanding and supporting Drug Courts .
- Establishing and supporting community based crime prevention programs.
- Enhancing the adjudication of violent offenders.

7. Amount of Grant Funding Applied For: $2,826,976

8. Maximum Funding Amount Available: N/A

9. Required Matching Funds? Yes: X No: ___ /Cash or In-kind? Cash

If yes, list dollar amount and identify source of Matching Funds in Department Budget:

$314,108- Source of Match- Mayor's Criminal Justice Council

10. Number of new positions created and funded: Continuation grant- no new positions

11. If new positions are created, explain the disposition of employees once the grant ends.

12. Are indirect costs eligible costs for this grant? Yes___ No: X___

If yes, please identify the amount of $ in indirect costs.

13. Amount to be spent on contractual services:$702,705

14. a.) Will contractual services be put out to bid? Yes

b). If so, will contract services help to further the goals of the department's MBE/WBE requirements? Yes.

15. Is this likely to be a one-time or ongoing request for contracting out? Depends on project(s) status.

16. Term of Grant: Start-Date: 10/1/98 End-Date: 9/30/00

17. Date Department Notified of Available Funds: June 21,1998

18.Grant Application Due Date: July 20, 1998

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation):

LLEBG is a non-competitive block grant. Local jurisdictions were awarded direct grants with funding determined by population and demographic data and analysis of crime statistics.

To obligate the funds, the City and County were required to:

- Through the Mayor, identify and recommend expenses in up to seven Federal law enforcement purpose areas.
- Constitute an advisory board of law enforcement agencies and community to submit non-binding recommendations to the Mayor. (Admin. Code has already set up the Mayor's Criminal Justice Council since 1978.)

Item 2 – File 99-0196

Department:	Mayor's Criminal Justice Council
Item:	Resolution authorizing the Mayor's Criminal Justice Council to apply for a grant in the amount of up to $6,000,000 from the State Board of Corrections under the Juvenile Crime Enforcement and Accountability Challenge Grant II (JCE&ACG) Program to implement a Local Action Plan that addresses the needs of youths who are involved in the juvenile justice system.
Amount:	Up to $6,000,000
Grant Period:	July 1, 1999 to June 30, 2002 (3 years)
Source of Funds:	State Board of Corrections under the Juvenile Crime Enforcement and Accountability Challenge Grant II (JCE&ACG) Program SB 2108.
Description:	The JCE&ACG Program authorizes the State Board of Corrections to award grant monies for county projects on a competitive basis for programs to develop and implement strategies that provide an effective continuum of responses for the prevention, intervention, supervision, treatment and incarceration of juvenile male and female offenders. Such projects must also consider strategies to develop and implement locally or regionally based out-of-home placement options for youths, as described in Section 602 of the State Welfare and Institutions Code. In 1996, as a condition for receiving JCE&ACG funds, the Board of Supervisors established the Juvenile Justice Coordinating (JJC) Council to address juvenile crime and delinquency. The JJC Council includes 14 members appointed by the Board of Supervisors including two at large community representatives and one representative from each of the following 12 organizations to the JCC Council: (1) the Adult Probation Department, (2) the District Attorney's Office; (3) the Police Department; (4) the Public Defender; (5) the Sheriff's Department; (6) the Board of Supervisors; (7) the Department of Human Services, (8) the Department of Public Health (including the Mental Health Division), (9) the San Francisco

Unified School District, (10) the Recreation and Parks Department, (11) the Mayor's Office, and (12) a community-based drug and alcohol program. According to Mr. Eugene Clendinen of the Mayor's Criminal Justice Council (MCJC), Department heads or their assignees serve on the JCC Council. To meet the condition of having an at-large community representative and a community-based drug and alcohol program representative on the JCC Council, the JCC Council selects and invites a parent and youth who have had some involvement with the juvenile system but no longer do so and a local community based organization to serve on the JCC Council. Participation by these three groups is strictly voluntary.

In 1997, the JJC Council, in accordance with the JCE&ACG, developed a Local Action Plan, a plan to identify strategies that the City would use to address juvenile crime and delinquency (File No. 68-97-7).

The proposed grant funds would be used by the JJC Council to revise the City's Local Action Plan, to better address juvenile crime and delinquency, especially with respect to mentally ill juvenile offenders.

Budget:

Mr. Clendinen advises that budget details will be provided if the proposed grant application is funded by the State Board of Corrections, when the MCJC requests approval from the Board of Supervisors to accept and expend the proposed grant funds. Mr. Clendinen reports that the grant amount will be no greater than $6 million and may be less depending on the details of the project as well as the amount awarded by the State Board of Corrections.

Required Match:

The grant requires matching funds in the amount of 25 percent of the awarded grant, or up to $1.5 million. According to Mr. Clendinen, two matching fund sources have been identified, $100,000 from the Juvenile Accountability Incentive State Block Grant and $300,000 from the Local Law Enforcement Federal Block Grant, for a total of $400,000. Mr. Clendinen advises that in-kind funds may also be used to meet the required matching funds. Mr. Clendinen advises that more specific details of the sources of funds for this match will be provided when

the department requests approval from the Board of Supervisors to accept and expend the proposed grant funds.

Indirect Costs: According to Mr. Clendinen, the JCE&ACG does not permit the inclusion of indirect costs in grant awards.

Comments: 1. In accordance with City Ordinance (Number 391-97), City departments are no longer required to obtain Board of Supervisors approval for grant applications. However, Mr. Clendinen advises that the funding source, the State Board of Corrections, requires that the MCJC receive approval for this subject grant application from the Board of Supervisors.

Recommendation: Approve the proposed resolution.

Item 3 – File 99-0284

Department: Private Industry Council (PIC)

Item: Resolution authorizing (a) the release of Federal Refugee Formula Funds in the amount of $334,362 to the Private Industry Council of San Francisco, Inc. and (b) authorizing the Private Industry Council of San Francisco, Inc. to accept and expend, retroactive to October 1st, 1998 the following amounts which are in line with the Refugee County Plan: (1) $26,121 in additional Refugee Formula Funds and (2) $175,614 in Targeted Assistance Discretionary Funds.

Amount:

(a) Reserved Federal Refugee Funds	$334,362
Additional Federal Refugee Funds	26, 121
Total	$360,483
(b) Targeted Assistance Discretionary Funds	$175,614
Total	$536,097

Source of Funds: Federal Office of Refugee Resettlement (ORR)

Grant Period: Retroactive to October 1, 1998 through September 29, 1999 (12 months)

Description:

Refugee Formula Funds ($360,483)

The Federal Office of Refugee Resettlement (ORR) provides funds for refugee services which are allocated to the City through the State Department of Social Services. The Private Industry Council of San Francisco (PIC), a non-profit organization, administers these funds on behalf of the City to provide services to refugees receiving public assistance who have resided in the United States for 60 months or less.

In July of 1998, the Board of Supervisors authorized the PIC to accept and expend federal Refugee Formula Funds in the amount not to exceed $1,500,000, in accordance with the Refugee County Plan for Federal Fiscal Year 1998 (File No. 549-98). The funds were placed on reserve pending the selection of non-profit agency service providers and the submission of the cost details. On

September 15, 1998, the Board of Supervisors released $1,165,638 in reserved funds, leaving a balance of $334,362 on reserve (File No. 98-1489).

The PIC is now requesting the release of the remaining $334,362 in reserved funds. In addition, according to Ms. Karen Hart of PIC, PIC was notified in October, 1998 that it is eligible to receive $26,121 in additional Refugee Formula Funds. These funds, totaling $360,483 ($26,121 in new Refugee Formula Funds plus $334,362 in reserved funds), will be used to fund eleven project components for the period retroactive to October 1, 1998 through September 29, 1999. Attachment I shows a budget for this $360,483, as well as for the $1,665,638 in previously released funds.

As shown in Attachment I, the PIC administration budget for the Refugee Formula Funds is $224,376, which is approximately 15 percent of the total grant. These funds will be used to pay a portion of the salaries and fringe benefits of staff assigned to the Administration, Operations, Fiscal, and Management Information Systems units responsible for the Refugee Employment Services (RESS) and Targeted Assistance (TA) programs.

Targeted Assistance Discretionary Funds ($175, 614)

On October 15, 1998, PIC received notification that it was eligible to receive Targeted Assistance Discretionary Funds in the amount of $175,614 from the Federal ORR. The grant period is retroactive to October 1, 1998 through September 29, 1999 (12 months).

Of the $175,614 in grant funds, $167,251 will be paid to Survivors International, Inc., a non-profit organization, which, in collaboration with the Iraqi Community Association, runs the San Francisco Iraqi Employment Program (SFIEP). The SFIEP provides acculturation and employment services to San Francisco Iraqi refugees. Funds will be used to augment the SFIEP's existing refugee acculturation and employment services, which provide financial self-sufficiency and help build the community's capacity to take care of itself. The balance of $8,363 will be allocated for PIC administration.

Attachment II, provided by PIC, provides budget details for the $175,614 grant.

As shown in Attachment II, the total PIC administration budget for the Targeted Assistance Discretionary Funds is $8,363, or approximately five percent of the total grant. These funds will be used to pay a portion of the salaries and fringe benefits of staff assigned to the Administration, Operations, Fiscal, and Management Information Systems units responsible for the Targeted Assistance (TA) programs. Funds will also be used for allocated overhead and direct charges, which include printing, reproduction, computer, travel, materials, supplies and audit expenses.

Required Match: None

Indirect Costs: The funding agency does not allow for the inclusion of indirect costs.

Comments:

1. The grant period for the $26,121 in additional Refugee Formula Funds and the $175,614 in Targeted Assistance Discretionary Funds is from October 1, 1998 through September 29, 1999. As previously noted, the PIC first received notification of these funds on October 15, 1998. In addition, according to Ms. Hart, the PIC has incurred expenditures against the proposed Targeted Assistance Discretionary grant funds. As such, the proposed resolution provides for retroactivity with respect to the acceptance and expenditure of funds.

2. Attachment III, provided by PIC, is the Grant Application Information Form for the $175,614 in Targeted Assistance Discretionary Funds.

Recommendation: Approve the proposed resolution.

TABLE II

PRIVATE INDUSTRY COUNCIL REFUGEE FUNDING RECOMMENDATIONS

Proponent		Activity	FFY 1998 Or. Recom. $	Slots	Additional Recom. $	Additional Slots	Total Funds
#01	International Rescue Committee	CIP	$119,886	NA	$13,626	NA	$133,512
#02	Catholic Charities/REAP	ES/IR	$192,623	137	$0	0	$192,623
#03	Refugee Transitions	A/SAS	$23,712	NA	$2,635	NA	$26,347
#04	Refugee Transitions	ES	$37,910	31	$0	0	$37,910
#05	TBC-African Imm. & Refugee Res. Cente	ES	$32,711	15	$0	0	$32,711
#06	International Institute of San Francisco	A/SAS	$35,583	NA	$3,954	NA	$39,537
#07	Career Resources Development Center	ES	$0	NA	$0	NA	$0
#08	Career Resources Development Center	VT	$85,800	39	$28,600	13	$114,400
#09	Community Educational Services	ES	$24,439	21	$0	0	$24,439
#10	Jewish Vocational Service	ES	$212,453	106	$0	0	$212,453
#11	Jewish Vocational Service	VT	$143,175	52	$29,489	10	$172,664
	Subtotal		$908,292	401	$78,304	23	$986,596
	IR Set Aside		$52,500		$175,000	53	$227,500
	Set Aside for ES/IR		$0		$57,649	38	$57,649
	Transportation/Childcare		$30,000		$0	NA	$30,000
	Total		$990,792	401	$310,953	114	$1,301,745
PIC Administration Budget							
	Staff salaries and fringe benefits	79.91%	$139,719		$39,579		$179,298
	Allocated Overhead	15.99%	$27,958		$7,920		$35,878
	Direct charges*	4.10%	$7,169		$2,031		$9,200
	PIC Total		$174,846		$49,530		$224,376
	Grand Total		$1,165,638		$360,483		$1,526,121

* Direct charges include printing, reproduction, computer, travel, materials, supplies and audit expenses.

A/SAS Acculturation/Social Adjustment Services
CIP Central Intake Point
ES Employment Services
VT Vocational Training
IR Individual Referral

TABLE III
PRIVATE INDUSTRY COUNCIL
FFY '98 REFUGEE TA DISCRETIONARY FUNDS

Survivors International, Inc.		$167,251
PIC Administration Budget		
Staff salaries and fringe benefits	79.91%	$6,683
Allocated Overhead	15.99%	$1,337
Direct charges*	4.10%	$343
PIC Total		$8,363
Grand Total		$175,614

* Direct charges include printing, reproduction, computer, travel, materials, supplies and audit expenses.

Attachment II

revised 2/10/99

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Private Industry Council of San Francisco, Inc.

2. Contact Person: Steve Arcelona Telephone: (415) 431-8700

3. Project Title: San Francisco Iraqi Employment Project (SFIEP)
San Francisco Refugee Programs

4. Grant Source Agency: Federal Office of Refugee Resettlement (ORR)

5. Type of Funds: X Federal _ Federal-State (Pass-Through) _State _ Local _Private

6. Proposed (New/Continuation) Grant Project Summary:

The discretionary funding will enhance the SFIEP and will help meet emerging needs of the San Francisco Iraqi community. Services will focus on financial self-sufficiency and building the community's capacity to take care of itself. Survivors International, Inc. in collaboration with the newly-established Iraqi Community Association will operate the project.

The additional refugee formula funds will augment existing refugee acculturation and employment programs.

7. Amount of Grant Funding Applied for: .....Discretionary - $175,614
We did not apply for formula funds; they are distributed to impacted counties/States on a formula basis.

8. Maximum Funding Amount Available: .....Discretionary - $9,900,000

9. Required Matching Funds: Yes: __ No: X / Cash or In-Kind? __

If yes, list dollar amount and identify source of Matching Funds in Department Budget:

10. Number of new positions created and funded: .....None

11. If new positions are created, explain the disposition of employees once the grant ends?

12. Are indirect costs eligible for this grant? Yes: ___ No: X

If yes, please identify the amount of $ in indirect costs?

13. Amount to be spent on contractual services:..... Discretionary - $167,251

14. a.) Will contractual services be put out to bid? ..... No, Subcontractor for discretionary program was included in the proposal.

Existing formula funds subcontractors were selected through a bidding process in 1998.

b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements?

15. Is this likely to be a one-time or ongoing request for contracting out? One time request

16. Term of Grant Start Date: 10/1/98 End Date: 9/29/99

17. Date Department Notified of Available Funds: ..... Discretionary - October 15, 1998

18. Grant Application Due Date: N/A .....

19. Grant Funding Guidelines and Options (Selection from RFP, grant announcement or appropriations legislation):

The "Notice of Availability of FY 1998 Targeted Assistance discretionary funds" from the Federal Register, May 18, 1998, states in part, that "the activities funded by these grants are intended to serve as a catalyst to bring the community together to address the economic and social problems of refugee families and the refugee community. The goal in all cases should be to build and strengthen the community's capacity to serve its members in improving the quality of life and standard of living for refugee families."

Additional refugee formula funds must be spent to provide acculturation and/or employment services to San Francisco refugees who have been in the country 60 months or less.

20. Department Head Approval: Steve Arcelona, President

(Signature)

Item 6 – File 98-2076

Department: Police Department
Department of Public Works

Item: Ordinance (1) amending Part II, Chapter VIII of the San Francisco Municipal Code (Police Code) by repealing Article X, Sections 675 through 679, 685 and Article XIV, Sections 975 through 984; and (2) amending Part II, Chapter X of the San Francisco Municipal Code (Public Works Code) by adding (a) Article 5.6, Sections 184.56 through 184.68 to regulate the posting of signs on commercial and non-commercial streets and (b) Article 5.7, Sections 184.69 through 184.78 to regulate the distribution of handbills and the display of banners.

Description: Currently, Article X of the Police Code contains the rules and regulations governing the posting of signs on streets and Article XIV of the Police Code contains the rules and regulations governing the distribution of handbills. The Police Code currently does not contain rules or regulations governing the display of banners.

According to Mr. Mario Kashou of the City Attorney's Office, although the rules and regulations governing the posting of signs on streets and the distribution of handbills are codified in the Police Code, currently both the Police Department and the Department of Public Works (DPW) are responsible for enforcing them. However, according to Mr. Scott Shaw of the DPW, the Police Department does not have the resources to enforce the above-noted rules and regulations. Instead DPW staff remove signs and handbills that violate such rules and regulations. Mr. Kashou states that if the proposed ordinance is approved, the Police Code and the Public Works Code would be amended to reflect the DPW's actual enforcement of the rules and regulations governing the posting of signs and the distribution of handbills. Specifically, the proposed ordinance would relocate the rules and regulations governing the posting of signs on streets and the distribution of handbills from Articles X and XIV of the Police Code to new Articles 5.6 and 5.7 of the Public Works Code.

The proposed ordinance would authorize the following actions:

(1) Repeal Sections 675 through 679 and 685 of Article X of the Police Code as well as Sections 975 through 984 of Article XIV of the Police Code.

(2) Amend Part II, Chapter X of Public Works Code by adding (a) Article 5.6, Sections 184.56 through 184.68 to regulate the posting of signs on commercial and non-commercial streets and (b) Article 5.7, Sections 184.69 through 184.78 to regulate the distribution of handbills and the display of banners.

A summary of the major amendments to the rules and regulations governing the posting of signs on streets and the distribution of handbills is as follows:

Currently, Section 675 of the Police Code prohibits the posting of signs with glue or any other adhesive substance except tape.

The proposed ordinance would authorize the posting of signs with only non-adhesive material such as plastic wrap, string, twine and other non-metal banding material. Persons would no longer be able to use tape to post signs.

Section 675 of the Police Code also currently requires persons who post a sign on a lamp post or utility pole to remove such sign within 30 days of its posting date.

The proposed ordinance would extend the number of days for removal of signs from 30 days to 70 days after posting the signs.

In addition, Section 675 of the Police Code currently prohibits the posting of signs on any lamppost making up the "Market Street's Path of Gold," located on Market Street between Steuart and Castro Streets.

In addition to the above-noted prohibition on Market Street, the proposed ordinance would extend the

prohibition on posting of signs on any lamppost located in the following areas:

(1) "Mission Street Corridor" located on Mission Street between 16th and 24th Streets;

(2) "Dragon Street Lanterns" located on Grant Street between Bush and Broadway Streets;

(3) "Embarcadero" located between King and Jefferson Streets;

(4) Fisherman's Wharf located between Hyde and Powell Streets;

(5) Moscone Center on Howard Street between 3rd and 4th Streets;

(6) United Nations Plaza, which is bounded by Geary Street to the south, Stockton Street to the east and Powell Street to the west.

(7) Mason Street from Market to Sutter Streets, Sutter Street from Mason to Kearny Streets, Kearny Street from Bush to Market Streets.

(8) Any other historic or decorative lighting areas which are identified by the Director of Public Works.

Section 984 of the Police Code currently deems any person who violates any provision of Article XIV of the Police Code as guilty of a misdemeanor[1]. This section imposes a fine of not more than $100 or imprisonment for not more than 30 days or both on persons who are convicted of the misdemeanor.

The proposed ordinance would deem any person who violates any provision of Article XIV of the Police Code as guilty of an infraction[2] or a misdemeanor. Upon conviction of a violation of this Article, the person would be punished as follows:

[1] A misdemeanor is a criminal offense punishable with a fine or imprisonment or both.
[2] An infraction is a breach of the rules punishable with a fine, but not imprisonment.

- For the first offense, a fine of not less than $80 nor more than $100;

- For the second offense, a fine of not less than $150 nor more than $200;

- For each additional offense, a fine of not less than $300 nor more than $500; and

- For a misdemeanor, a fine of not more than $1,000 and imprisonment up to 6 months.

Section 675 of the Police Code currently prohibits the posting of signs greater than 11 inches in height on non-commercial streets and at a height higher than 12 feet from the ground.

The proposed ordinance would require that signs greater than 11 inches in height be posted at least 8 feet from the ground on commercial streets.

Under the proposed ordinance, any person seeking to post more than 25 signs must apply with the Director of Public Works for a registration number prior to posting such signs, unless the posting is in response to an emergency in which case the person has 72 hours after posting the signs to register with the DPW. The registration number would expire one year after the date of its issuance by the DPW. The fee would be $20 for obtaining a new registration number and $10 for renewing an existing registration number. The Director of Public Works would waive these registration fee requirements if the person seeking to post signs files an affidavit with the Director of Public Works, declaring that the person's inability to pay the fee would prevent the person from posting the signs. Currently, persons seeking to post signs are not required to register with the Director of Public Works or pay a fee for such registration.

In addition, under the proposed ordinance, any person seeking to post more than 25 signs must pay a security deposit to the Director of Public Works prior to posting such signs to cover DPW's cost of removing the signs if necessary. The security deposit would be $100 for posting

100 signs or less, $500 for more than 100 signs but less than 500 signs, and $1,000 for 500 signs or more. The Director of Public Works would waive this security deposit requirement if the person seeking to post signs files an affidavit with the Director of Public Works, declaring that the person's inability to pay the fee would prevent the person from posting the signs. Currently, persons seeking to post signs are not required to pay a security deposit to the Director of Public Works prior to posting such signs.

According to the proposed ordinance, the DPW would be authorized to adopt rules and regulations governing the display of banners, without further approval from the Board of Supervisors. As previously noted, currently there are no rules or regulations governing the display of banners.

Comments:

1. In the attached memorandum, provided by Mr. Shaw, referring to the proposed $20 registration fee and $10 renewal fee for posting signs on streets, Mr. Shaw states that "The Department of Public Works estimates that annual fees from candidates and measures registering to post signs could total anywhere between $120 - $7,000." Moreover, referring to the proposed schedule of fines for violation of the rules and regulations governing the distribution of handbills, Mr. Shaw states that "The Department has never enforced provisions related to handbills. Without past figures to draw from, we cannot provide an accurate estimate of future revenue from this source."

2. Also in the attached memorandum, referring to the DPW's cost of enforcing the proposed ordinance, Mr. Shaw states "Because our enforcement resources are limited and cover a wide area, it is likely that we would need additional resources in order to enforce the new ordinance on more than a complaint basis. We don't know what the demand would be and therefore aren't able to estimate the amount of resources. However, we anticipate an additional Environmental Control Officer will be needed. The annual labor cost with MFB for an Environmental Control Officer is $67,600."

Mr. Shaw advised the Budget Analyst that if the DPW should require the above-noted additional Environmental Control Officer to enforce the proposed ordinance, then DPW would seek funding for such position through a supplemental appropriation request to the Board of Supervisors.

Recommendation: Approval of the proposed ordinance is a policy matter for the Board of Supervisors.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
President Ammiano
Supervisor Brown
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Yaki
Supervisor Yee
Clerk of the Board
Controller
Gail Feldman
Matthew Hymel
Stephen Kawa
Ted Lakey

Date: 2/26/99
Sender: Scott Shaw
To: Gabriel Cabrera, Marcia deVaughn, John Busher
Priority: Urgent
Receipt requested
Subject: Revenue from new Sign Ordinance

Gabriel,

I believe this answers your questions. If not, please call me at 695-2013.

Scott Shaw

REGISTRATION FEES

What would we estimate the total amount for registration fee the Department would collect each year?

The Department of Public Works estimates that annual fees received from candidates and measures registering to post signs could total anywhere between $120 - $7,000.

This wide range in anticipated revenue is based upon figures for 1997 and 1998. In 1997, there were six registrations; in 1998, there were 356.

Since we can neither control nor accurately anticipate the number of registrations, estimates of future fees received are necessarily open.

What would you estimate the amount of fines the department would collect from the Handbill portion?

HANDBILLS

The Department has never enforced provisions related to handbills. Without past figures to draw from, we cannot provide an accurate estimate of future revenue from this source.

Would the department require additional resources?

Because our enforcement resources are limited and cover a wide area, it is likely that we would need additional resources in order to enforce the new ordinance on more than a complaint basis. We don't know what the demand would be and therefore aren't able to estimate the amount of resources. However, we anticipate an additional Environmental Control Officer will be needed. The annual labor cost with MFB for an Environmental Control Officer is $ 67,600.

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3/16/99

City and County of San Francisco
Meeting Minutes - DRAFT
Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Tom Ammiano and Leland Yee

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B.
Goodlett Place
San Francisco, CA
94102-4689

Tuesday, March 16, 1999 **10:00 AM** **City Hall, Room 263**

Regular Meeting

Members Present: Mabel Teng, Tom Ammiano, Leland Y. Yee.

MEETING CONVENED

The meeting convened at 10:05 a.m.

REGULAR AGENDA

990314 **[Fire Victim Services]** **Supervisor Ammiano**

Hearing to consider the City Departments' response to assisting victims displaced by fire and alleged abuses of operators of single room occupancy hotels who deny permanent residency to victims displaced by fire.

2/17/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

Heard in Committee.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 3 - Teng, Ammiano, Yee

990168 **[Rent Ordinance]** **Supervisors Leno, Bierman**

Ordinance amending Administrative Code (Residential Rent Stabilization and Arbitration Ordinance) Section 37.2(g) to define "housing services" to include any right to have a specific number of occupants in a unit and any right to sublet or assign; and amending Section 37.9(c) to provide that so long as an originally contracting tenant continues to reside in the unit a landlord may not unreasonably withhold permission for utilization of any right to have a specific number of occupants in a unit or to sublet, and that the landlord may not unilaterally rescind any such rights.

(Amends Sections 37.2(g) and 37.9(c).)

2/1/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 3/3/1999.

Continued to April 6, 1999, meeting.

CONTINUED by the following vote:

Ayes: 2 - Ammiano, Yee
Absent: 1 - Teng

SPECIAL ORDER

Special Order at 11:15 a.m.

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981725 **[Workfare Worker Rotation Plan]** **Supervisors Ammiano, Brown, Katz, Bierman**

Hearing to consider the Department of Human Services' proposed Workfare worker rotation plan.

10/13/98, RECEIVED AND ASSIGNED to Economic Development, Transportation, and Technology Committee.

1/25/99, TRANSFERRED to Housing and Social Policy Committee.

3/2/99, CONTINUED TO CALL OF THE CHAIR. Continued at the request of sponsor. No public testimony was taken.

Heard in Committee.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 2 - Teng, Ammiano
Absent: 1 - Yee

ADJOURNMENT

The meeting adjourned at 12:56 p.m.

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San Francisco, CA 94102-4689
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City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

Tuesday, April 06, 1999 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

CONSENT AGENDA

All matters listed hereunder constitute a Consent Agenda, are considered to be routine and will be acted upon by a single roll call vote of the Committee. There will be no separate discussion of these items unless a member of the Committee so requests, in which event the matter shall be removed from the Consent Agenda and considered as a separate item.

1. 990386 **[Grant - Federal, COPS-MORE '98 Program]**

Resolution authorizing the Chief of Police of the City and County of San Francisco to accept retroactively, and expend funds in the amount of Eight Hundred Seventy-Eight Thousand Nine Hundred Twenty-Five Dollars ($878,925.00), excluding indirect costs not allowed under the program, for a project entitled the "Community Oriented Policing Services-Making Officer Redeployment Effective - '98 (COPS-MORE '98)", made available from the United States Department of Justice's Office of Community Oriented Policing Services, and agreeing to provide a cash match in the amount of Two Hundred Ninety-Two Thousand Nine Hundred Seventy-Six Dollars ($292,976.00). (Police Commission)

(Companion measure to File 990387.)

3/23/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 990387 **[Gift Acceptance - Police Department]**

Resolution authorizing the Chief of Police of the City and County of San Francisco to accept and expend funds on behalf of the San Francisco Police Department, in the amount of Forty-Four Thousand Three Hundred Twenty-Five Dollars ($44,325), as a gift from the Koret Foundation through a grant to SocialTech, Inc. to be used as matching funds for the COPS-MORE '98 Federal Grant Program to purchase TRAK (Technology to Recover Abducted Kids) systems. (Police Commission)

(Companion measure to File 990386.)

3/23/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

3. 990484 **[Grant - State]**

Resolution authorizing the Sheriff's Department, Adult Probation, and Juvenile Probation Department of the City and County of San Francisco to apply for, retroactively, accept and expend $625,500.00 in funds from the State of California Board of Corrections for the Standards and Training of Local Corrections and Probation Officers Programs; stipulating adherence to standards for recruitment and training established by the Board of Corrections, waiving indirect costs. (Sheriff)

3/10/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

4. **990541** **[Grant - Federal]**

Resolution authorizing the Mayor's Criminal Justice Council to retroactively accept and expend funds in the amount of $150,000 from the U.S. Department of Justice, Office of Justice Programs (OJP), to support the implementation of San Francisco's Community Court Initiative. (Mayor)

3/18/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

5. **990568** **[Grant - Private, Comic Relief, Inc.]**

Resolution authorizing the Department of Public Health, Community Health Network, to accept retroactively and expend a grant in the amount of $40,000 from Comic Relief, Inc. for the homeless program; providing for ratification of action previously taken. (Department of Public Health)

3/23/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

REGULAR AGENDA

6. **982076** **[Signs, Banners, Handbills Regulations]** **Supervisor Kaufman**

Ordinance amending Police Code by repealing Article X, Sections 675 to 679, inclusive, and 685 and Article XIV, Sections 975 to 984, inclusive; by amending Public Works Code by adding Article 5.6, Sections 184.56 to 184.68, inclusive, to regulate the posting of signs on commercial and non-commercial streets and to establish a registration fee for persons wishing to post more than 25 signs; by adding Article 5.7, Sections 184.69 to 184.78, inclusive, regulating the distribution of handbills and the display of banners and to establish a registration fee for persons wishing to distribute handbills.

(Repeals Police Code Sections 675 to 679, 685, 975 to 984; Adds Public Works Code Sections 184.56 to 184.68, 184.69 to 184.78.)

12/14/98, ASSIGNED UNDER 30 DAY RULE to Housing and Neighborhood Services Committee, expires on 1/13/1999.
1/25/99, TRANSFERRED to Housing and Social Policy Committee.
2/8/99, SUBSTITUTED.
2/8/99, ASSIGNED to Housing and Social Policy Committee.
3/2/99, CONTINUED. Hearing held. Continued to April 6, 1999.
3/8/99, SUBSTITUTED.
3/8/99, ASSIGNED to Housing and Social Policy Committee.

7. 990168 **[Rent Ordinance]** **Leno, Bierman**

Draft ordinance amending Administrative Code (Residential Rent Stabilization and Arbitration Ordinance) Section 37.2(g) to define "housing services" to include the right permitted the tenant by agreement including the right to have a specific number of occupants in a unit, whether express or implied, and whether or not the agreement prohibits subletting or assignment; and by amending Section 37.9(a)(2) to provide that so long as the tenant resides in the unit the landlord shall not endeavor to recover possession of a rental unit as a result of subletting of the rental unit by the tenant if the landlord has unreasonably withheld the right to sublet, notwithstanding any lease provision to the contrary.

(Amends Sections 37.2(g) and 37.9(a)(2).)

2/1/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 3/3/1999.
3/16/99, CONTINUED. Continued to April 6, 1999, meeting. Speakers: None.
3/22/99, SUBSTITUTED.
3/22/99, ASSIGNED to Housing and Social Policy Committee.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

Rule 5.40 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

990441 **[Landlord/Tenant Share Capital Improvement Costs]** **Katz, Ammiano, Bierman**

Draft ordinance amending Administrative Code Section 37.7 to provide that capital improvement, rehabilitation and energy conservation costs certified pursuant to landlord petition shall be shared 50% by the landlord and 50% by the tenant(s) in benefited units.

(Amends Section 37.7.)

3/8/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/7/1999.

990442 **[Edgehill Mountain Slope Hazard Area]** **Teng, Bierman**

Ordinance amending Building Code by adding Section 106.4.1.4 to require the Structural Advisory Committee to review and make recommendations on all permit applications within the Edgehill Mountain Slope Hazard Area, which is generally bounded by Garcia avenue, Vasquez Avenue, Kensington Way, and Ulloa Street and traversed by Edgehill Way; amending Section 105.6.2 to enable the Department of Public works and interested members of the public to select a member of the Structural Advisory committee for permit applications located within the Edgehill Mountain Slope Hazard Area; amending Section 106.3.2 to require that the applicant for permit applications located within the Edgehill Mountain Slope Hazard Area provide substantial documentation that there exists sufficient infrastructure to support the proposed residential development and that the proposed emergency access routes meet standards in effect at the time of the application; amending Section 1701.5 to require special inspections throughout the construction process for sites located within the Edgehill Mountain Slope Hazard Area.

(Adds Section 106.4.1.4; amends Sections 105.6.2, 106.3.2, 1701.5.)

3/8/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/7/1999.

990494 **[Fair Housing Implementation Ordinance, Administrative Code]** **Teng, Bierman**

Ordinance amending Administrative Code by adding Chapter 87, Sections 87.1 through 87.11, to describe federal, state and local fair housing laws which protect certain classes of individuals from housing discrimination that may occur through zoning laws, land use authorizations, funding decisions and other activities of local government; and to require and facilitate local compliance with such laws and promote housing opportunities for residents of San Francisco.

(Adds Chapter 87, Sections 87.1 through 87.11.)

3/15/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/14/1999.

990495 **[Fair Housing Requirements for Conditional Uses, Planning Code]** **Teng, Bierman**

Ordinance amending Planning Code, Article 3, Section 303 to provide that, in considering applications for conditional uses for "dwellings" in which "protected class members" (each as defined in Administrative Code Chapter 87) are likely to reside, the Planning Commission shall comply with the requirements of Chapter 87 of the Administrative Code.

(Amends Section 303.)

3/15/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/14/1999.

990496 **[Fair Housing Requirements for Variances, Planning Code]** **Teng, Bierman**

Ordinance amending Planning Code, Article 3, Section 305 to provide that, in considering applications for variances for "dwellings" in which "protected class members" (each as defined in Administrative Code Chapter 87) are likely to reside, the Zoning Administrator and the Board of Appeals shall comply with the requirements of Chapter 87 of the Administrative Code.

(Amends Section 305.)

3/15/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/14/1999.

990497 **[Fair Housing Requirements for Board of Appeals, Municipal Code Part III]** **Teng, Bierman**

Ordinance amending Municipal Code, Part III, by amending Section 8 to provide that in considering appeals related to "dwellings" in which "protected class members" (each as defined in Administrative Code Chapter 87) are likely to reside, the Board of Appeals shall comply with the requirements of Chapter 87 of the Administrative Code.

(Amends Section 8.)

3/15/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/14/1999.

990498 **[Fair Housing Requirements for Permits, Municipal Code Part III]** **Teng, Bierman**

Ordinance amending Municipal Code, Part III, by amending Section 26 to provide that in granting, denying, revoking or refusing to revoke any permit related to "dwellings" in which "protected class members" (each as defined in San Francisco Administrative Code Chapter 87) are likely to reside, the granting or revoking power shall comply with the requirements of Chapter 87 of the Administrative Code.

(Amends Section 26.)

3/15/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/14/1999.

990499 **[Fair Housing Requirements for Subdivision Approvals]** **Teng, Bierman**

Ordinance amending Subdivision Code by adding Section 1302A to provide that all decisions made regarding the control and approval of subdivision developments containing "dwellings" in which "protected class members" (each as defined in San Francisco Administrative Code Chapter 87) are likely to reside, the applicable City department or official shall comply with the requirements of Chapter 87 of the Administrative Code.

(Adds Section 1302A.)

3/15/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/14/1999.

990500 **[Fair Housing Requirements for Permits, Public Works Code]** **Teng, Bierman**

Ordinance amending Public Works Code by adding Article 1, Section 1 to provide that in issuing permits for "dwellings" in which "protected class members" (each as defined in Administrative Code Chapter 87) are likely to reside, the Department of Public Works shall comply with the requirements of Chapter 87 of the Administrative Code.

(Adds Article 1, Section 1.)

3/15/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/14/1999.

990501 **[Fair Housing Requirements for Permits, Building Code]** **Teng, Bierman**

Ordinance amending Building Code by adding Section 106.1 to provide that, in issuing permits for "dwellings" in which "protected class members" (each as defined in Administrative Code Chapter 87) are likely to reside, the Department of Building Inspection shall comply with the requirements of Chapter 87 of the Administrative Code.

(Adds Section 106.1.)

3/15/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/14/1999.

990544 **[Ramp Taxi Drivers Employee Designation]** **Supervisor Newsom**

Ordinance amending Police Code by adding Section 1148.6 requiring that all drivers of ramped taxis be employees.

(Adds Section 1148.6.)

3/22/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/21/1999.

990546 **[Youth Services Contracts Sensitivity Training]** **Ammiano, Leno, Katz, Bierman**

Ordinance amending Administrative Code by adding Chapter 12N, Sections 12N.1 through Section 12N.4, to require that all contracts between the City and organizations that engage in youth services contain a requirement that such organization provide lesbian, gay, bisexual and transgender sensitivity training for any employee or volunteer who has direct contact with youth or whose work directly effects youth, and that any City employee who has direct contact with youth or whose work directly effects youth undergo lesbian, gay, bisexual and transgender sensitivity training.

(Adds Chapter 12N, Sections 12N.1 through Section 12N.4.)

3/22/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/21/1999.

990588 **[Edgehill Mountain Slope Hazard Area]** **Teng, Bierman**

Resolution creating the Edgehill Mountain Slope Hazard Area, which is generally bounded by Garcia Avenue, Vasquez Avenue, Kensington Way and Ulloa Street and traversed by Edgehill Way; imposing an order prohibiting action on applications for permits or other land use entitlements, subject to specific exemptions, in the Edgehill Mountain Slope Hazard Area while the Board of Supervisors considers adoption of Interim Zoning Controls to protect the Edgehill Mountain Slope Hazard Area; and making a finding of consistency with the priority policies of Planning Code Section 101.1.

(Companion measure to File 990589.)

3/29/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/28/1999.

990589 **[Edgehill Mountain Slope Hazard Area]** **Teng, Bierman**

Resolution creating the Edgehill Mountain Slope Hazard Area, which is generally bounded by Garcia Avenue, Vasquez Avenue, Kensington Way and Ulloa Street and traversed by Edgehill Way; imposing Interim Zoning Controls for eighteen (18) months in the Edgehill Mountain Slope Hazard Area to prohibit the approval of permits or other land use entitlements, subject to specific exemptions, for property in the Edgehill Mountain Slope Hazard Area; and making a finding of consistency with the priority policies of Planning Code Section 101.1.

(Companion measure to File 990588.)

3/29/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/28/1999.

Watch future agendas for matters.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requests are made by 4:00 p.m. of the Friday before the Board meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda, contact Annette Lonich at (415) 554-7706.

Following a meeting minutes are available in alternative formats. Contact Marie McKechnie at (415) 554-7722.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force at 554-6171.

HOUSING AND SOCIAL
POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL
1 DR. CARLTON B. GOODLETT PLACE, ROOM 244
SAN FRANCISCO, CA 94102

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100 Larkin Street

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BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

April 6, 1999

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: April 6, 1999 Housing and Social Policy Committee Meeting

Item 1 and 2 – Files 99-0386 and 99-0387

Department: San Francisco Police Department (SFPD)

Item: Item 1, File No. 99-0386
Resolution authorizing the Chief of Police to accept retroactively, and expend grant funds in the amount of $878,925 from the United States Department of Justice's Office of Community Oriented Policing Services (COPS) for a project entitled "Community Oriented Policing Services - Making Officer Redeployment Effective '98" (COPS-MORE '98) Project.

Item 2, File No. 99-0387
Resolution authorizing the Chief of Police to accept and expend funds in the amount of $44,325 as a gift from the Koret Foundation to support the COPS-MORE '98 Project.

Item 1, File No. 99-0386

Grant Amount: $878,925

Grant Period: September 1, 1998 through August 31, 1999 (12 months)

Source of Funds: United States Department of Justice, Office of Community Oriented Policing Services - Making Officer Redeployment Effective '98 (COPS-MORE '98) Grant.

Item 2, File No. 99-0386

Gift Amount: $44,325

Source of Funds: Koret Foundation

Description: The proposed resolution, File No. 99-0386, would authorize the Chief of Police to accept retroactively, and expend a Federal grant from the United States Department of Justice's Office of Community Oriented Policing Services (COPS) in the amount of $878,925 for a project entitled "Community Oriented Policing Services - Making Officer Redeployment Effective '98" (COPS-MORE '98). This project would require the City to provide a local match in the amount of $292,975, for a total project cost of $1,171,900 ($878,925 plus $292,975).

The other proposed resolution, File No. 99-0387, would authorize the Chief of Police to accept and expend funds in the amount of $44,325 as a gift from the Koret Foundation to provide a portion of the $292,975 required local match for the COPS-MORE '98 Project. The source of funding for the additional $248,650 (the required local match of $292,975 less the proposed gift of $44,325) would come from previously appropriated funds in the Airport's FY 1998-99 budget.

According to Sergeant John Bisordi of the Police Department, the purpose of the proposed COPS-MORE '98 Project is to expand the time available for "community policing" by current police officers by using new computer equipment and technology to assist such officers in performing their community policing duties, instead of hiring additional police officers or using uniform police overtime. Community policing, as defined by the SFPD, is a philosophy, management style and organizational strategy which promotes (a) proactive problem solving, (b) police-community partnerships that identify, prioritize and solve community problems and (c) full service personalized policing, where the same officer patrols and

works in a particular City neighborhood or area. Sergeant Bisordi advises that this concept of "community policing" may be applied not only to City neighborhoods or areas, but also to particular City-owned properties such as the San Francisco International Airport, where police officers may establish relationships with Airport merchants, employees and visitors.

As noted above, the proposed Federal COPS-MORE '98 Grant of $878,925 and the required local match of $292,975 totals $1,171,900. Sergeant Bisordi advises that this amount of $1,171,900 would be used by the SFPD to (a) purchase 40 laptop computers and 43 desktop computers and install a Mobile Computing System in the SFPD's Airport Bureau ($978,967) and (b) purchase 22 desktop computers and install the Technology to Recover Abducted Kids System in all 10 District Police Stations and all 12 Police Investigative Detail Units ($192,933). These two aspects are discussed in detail below.

Computer Equipment for the SFPD's Airport Bureau ($978,967)

The SFPD's Airport Bureau is currently staffed by 140 police officers. The duties of the police officers assigned to this Bureau include foot, bicycle and motor vehicle patrol at the Airport. In addition, the police officers respond to emergency calls for service, conduct preliminary investigations of crimes and complete crime reports. According to Sergeant Bisordi, currently police officers assigned to the Airport Bureau complete crime reports on desktop computers at the Airport Police Station, located within the Airport's International Terminal, or write such reports manually in the field at the Airport. Sergeant Bisordi estimates that two hours out of each police officer's eight-hour shift, or 25 percent of each shift, is spent by the police officer either traveling to and from the Airport Police Station to complete crime reports or writing such reports manually.

According to Sergeant Bisordi, the proposed COPS-MORE '98 Project would enable the SFPD to increase the time available for community policing by current police officers at the Airport by eliminating the need for them to travel

to and from the Airport Police Station to complete crime reports or write such reports manually. Under the proposed project, the SFPD would purchase 40 laptop computers and 43 desktop computers equipped with the Mobile Computing System (MCS). According to Sergeant Bisordi, MCS would allow police officers to access local, state and national crime databases, complete crime reports and electronically transmit them to the Airport Police Station. The 40 laptops computers would be carried by police officers while working their assigned patrol beats and the 43 desktop computers would be located in police substations throughout the Airport. Sergeant Bisordi advises that time saved from not having to travel to and from the Airport Police Station to complete reports and from not having to write such reports manually will allow police officers more time to respond to crimes involving merchants and visitors at the Airport. Specifically, with implementation of the MCS system, Sergeant Bisordi estimates that the Airport Bureau will increase the time available for community policing at the Airport in an amount equivalent to 30 FTE police officers per year.

Computer Equipment for the SFPD's District Stations and Investigative Detail Units ($192,933)

Sergeant Bisordi estimates that currently each of the 10 District Police Stations and each of the 12 Police Investigative Detail Units creates and distributes at least one flyer or bulletin per day, concerning, for instance, a crime alert or missing persons update. Sergeant Bisordi advises that currently the average time needed by a police officer to create and distribute such a flyer or bulletin is approximately two hours. Based on this two-hour estimate, according to Sergeant Bisordi, the SFPD currently expends an amount of time equivalent to 8.8 FTE police officers per year, creating and distributing SFPD flyers and bulletins.

Sergeant Bisordi advises that the proposed COPS-MORE '98 Project would enable the SFPD to increase the time available for community policing by current police officers throughout the District Police Stations and Police Investigative Detail Units by reducing the time required

to create and distribute SFPD flyers and bulletins. Under the proposed project, the SFPD would purchase 22 desktop computers with scanners, printers and computer software in order to establish the Technology to Recover Abducted Kids (TRAK) System. According to Sergeant Bisordi, the TRAK System would allow police officers to reduce the time needed to create and distribute SFPD flyers and bulletins by 1.5 hours per day. Each of the 10 District Police Stations and 12 Investigative Detail Units would be equipped with one desktop computer with a scanner, a printer and computer software, which would be linked to each other to facilitate the distribution of SFPD flyers and bulletins over a City-wide TRAK System network.

Sergeant Bisordi advises that time saved in creating and distributing SFPD flyers and bulletins will allow police officers to spend more time working in their assigned patrol beats throughout the City. Specifically, with implementation of the TRAK System, Sergeant Bisordi estimates that the SFPD will increase the time available for community policing throughout the City in an amount equivalent to 7 FTE police officers per year.

Budget:

Attachment I, provided by the SFPD, contains the budget details in the amount of $978,967 to establish the MCS system.

Attachment II, also provided by the SFPD, contains the budget details in the amount of $192,933 to establish the TRAK System.

Required Match:

$292,975 required local match, including $248,650 in previously appropriated funds in the Airport's FY 1998-99 budget and $44,325 in a gift from the Koret Foundation, a non-profit organization.

Indirect Costs:

The United States Department of Justice's Office of Community Oriented Policing Services does not allow the inclusion of indirect costs under this grant program. As such, the SFPD has requested that indirect costs be waived.

Comments:

1. According to Sergeant Bisordi, the Koret Foundation has offered to provide the subject gift of $44,325, through a grant to SocialTech, Inc., a non-profit organization, to be used as a portion of the $292,975 required match for the proposed COPS-MORE '98 Project.

2. The proposed resolution states that the Chief of Police is authorized to execute on behalf of the Board of Supervisors the Grant Award Agreement including any extensions and amendments thereof, without obtaining prior approval from the Board of Supervisors of such extensions and amendments.

3. The subject grant provides that any liability arising out of the performance of the Grant Award Agreement, including civil court actions for damages, shall be the responsibility of the grant recipient and the authorizing agency. The United States Government and the Department of Justice disclaim responsibility for any such liability. According to Ms. Lori Giorgi of the City Attorney's Office, the City's agreement to assume responsibility for any liability arising out of these grant activities is required in order to receive the grant funds. Regarding the City's potential liability, Ms. Giorgi states that since the grant funds may result in increased criminal justice activities by the City, there may be some additional, yet minimal risk of liability for the City as a result of participating in this program.

4. Attachment III to this report is a Grant Application Information Form, as prepared by the SFPD, for the proposed grant funds.

5. The SFPD has prepared a Disability Access Checklist for this proposed grant program, which is on file with the Board of Supervisors.

Recommendation:

Approval of the proposed resolution is a policy matter for the Board of Supervisors since the Chief of Police would be authorized to execute extensions and amendments to the proposed grant agreement without obtaining prior approval from the Board of Supervisors of such extensions and amendments.

San Francisco Police Department - Airport Bureau

COPS-MORE '98 BUDGET

Mobile Equipment Component	Description	Cost Per Item	Number	Extended Cost
Mobile Computer Terminals - (MCT)	Ruggedized Portable Laptop Computers	$ 6,000	40	$ 240,000
Mobile Computer Terminal Software	Terminal Software to Interface with Dispatch Center	$ 1,000	83	$ 83,000
Field Reporting Software	Incident/Accident Report Writing Software	$ 1,000	83	$ 83,000
Vehicle Radio Modem (VRM) - Software	Modems and Software for Wireless Connectivity to Dispatch Center	$ 3,000	25	$ 75,000
Vehicle Radio Modem (VRM) Cable	Connector between VRM and Computer Docking Station	$ 50	27	$ 1,350
Vehicle Mounts/Docking Station	Docking Device for Mobile Computer Terminals	$ 1,000	27	$ 27,000
High Gain Antena	Mounted on Vehicles	$ 50	27	$ 1,350
Battery	Spare Batteries for Mobile Computer Terminals	$ 250	40	$ 10,000
Battery Chargers	Spare Battery Charger	$ 1,000	7	$ 7,000
Port Replicator	Mobile Computer Docking Device	$ 300	39	$ 11,700
Port Replicator - AC Power Cable	Power Cable	$ 109	39	$ 4,251
Parallel Cable	Port Replicator Printer Cables	$ 50	39	$ 1,950
Print-Share Device	Multiple Port Replicator to Printer Connectors	$ 125	10	$ 1,250
Personal Desktop Computer	Monitor-CPU-Keyboard	$ 3,000	43	$ 129,000
Laser Jet Printer	Desktop Printers	$ 1,000	38	$ 38,000
10x CD-Rom Drive	Interchangeable Drives for Mobile Computer Terminals	$ 350	2	$ 700
Sub-Total				$ 714,551
Sales Tax	8.50%			$ 60,737
Equipment Total				$ 775,288
Mobile Computer Terminal (MCT) Installation	MCT Installation by City and County of San Francisco Employees	$ 1,000	25	$ 25,000
Personal Desktop Computer Installation	Personal Computer Installation by City and County of San Francisco Employees	$ 500	43	$ 21,500
Project Evaluation	10% of Total Project Costs			$ 82,179
Project Management				$ 75,000
Consultants/Contracts Total				$ 203,679
TOTAL PROJECT COSTS				$ 978,967
Local 25% Match				$ 244,742
Federal Funds				$ 734,225

03/30/99 12:27 SFPD GRANT UNIT → 92520461 NO.304 008

Attachment 1

San Francisco Police Department Technology to Recover Abducted Kids (TRAK) Program				
COPS MORE '98 Program				
Item	**No. of Items**	**Cost Per Item**	**Extended Cost**	
Equipment				
Hewlett Packard Personal Computer	22	$ 1,700	$ 37,400	
Hewlett Packard Color Scanner	22	$ 300	$ 6,600	
Hewlett Packard 890 Cxi Color Inkjet P	22	$ 400	$ 8,800	
ViewSonic Multi Scan 15" Monitor	22	$ 300	$ 6,600	
TRAK System Software	22	$ 3,300	$ 72,600	
3 Year On-Site Warranty	22	$ 148	$ 3,263	
Program Fees	22	$ 1,000	$ 22,000	
Sub-Total Before Tax			**$ 157,263**	
Tax		8.25%	$ 12,974	
Equipment Total				**$ 170,237**
Consultants/Contracts				
Telephone Line Installation	22	$ 230	$ 5,060	
Program Evaluation			$ 17,636	
Consultants/Contracts Total				**$ 22,696**
Total TRAK Sytem Cost				**$ 192,933**
Local 25% Match				$ 48,233
Federal Funds 75%				$ 144,700

File Number:_____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: San Francisco Police Department

2. Contact Person: Lieutenant William Gitmed Telephone: (415) 558-5523

3. Project Title: COPS-MORE '98

4. Grant Source Agency: U.S. D.O.J. – Office of Community Oriented Policing Services

5. Type of Funds: ___ Federal _X_ Federal-State(Pass Through) ___ State ___ Local ___ Private

6. Proposed (New/Continuation) Grant Project Summary:
The San Francisco Police Department is proposing a plan through the COPS MORE Program to demonstrate an increase in the number of law enforcement officers deployed in community policing. The proposal includes new equipment and technology to facilitate the restructuring of the Department's Airport Bureau and allow the fullest use of departmental and community resources. The Department proposes to purchase and install a Mobile Computing System (MCS) to support community policing by hosting specialized information resources. The MCS to be supplied as part of this procurement is intended to provide necessary policing functionalities for community police officers working throughout the airport facilities.
The San Francisco Police Department plans through the use of the "Technology to Recover Abducted Kids" (TRAK) System, to increase the time its patrol officers and investigators dedicate to community policing. The TRAK system will reduce the time necessary to create and distribute flyers and bulletins of importance to the community and police department. Lost or missing children and adults, as well as wanted subject information will be delivered to selected destinations in minutes, saving the Department seven officer equivalents per year. The San Francisco Police Department would use the requested resources to implement the TRAK System agency wide. Each of the ten district stations, as well as each of the fourteen investigative details would receive systems. The enhanced communications offered by this system would be used to further community policing.

7. Amount of Grant Funding Applied for: $878,925

8. Maximum Funding Amount Available: Same

9. Required Matching Funds? Yes: _X_ No: ___ / Cash or In-kind? CASH

If yes, list dollar amount and identify source of Matching Funds in Department Budget:
$292,976 - Asset Forfeiture Funds & Private Donation

10. Number of new positions created and funded: 0

11. If new positions are created, explain the disposition of employees once the grant ends?

12. Are indirect costs eligible costs for this grant? Yes: _____ No: X

If yes, please identify the amount of $ in indirect costs? (Audit Included)

13. Amount to be spent on contractual services: $276,326.00

14. a.) Will contractual services be put out to bid? Yes

b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? Yes

15. Is this likely to be a one-time or ongoing request for contracting out? One Time

16. Term of Grant: Start-Date: 09-01-1998 End Date: 08-31-1999

17. Date Department Notified of Available Funds: 04-1998

18. Grant Application Due Date: 05-29-1998

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation):

Grant awarded under COPS MORE '98 are restricted to the purchase of technology, equipment and the hiring of support resources (civilians) that will increase the number of sworn officers engaged in community policing and enhance community policing within the agency's jurisdiction. A demonstration of required time savings/redeployment for each system or group of like items requested and the time saved/redeployment achieved must be devoted to community policing.

20. Department Head Approval: Fred H. Lau (Name) Chief of Police (Title)

(Signature)

Item 3 – File 99-0484

Department: Sheriff's Department
Adult Probation Department
Juvenile Probation Department

Item: Resolution authorizing the Sheriff's Department, the Adult Probation Department and the Juvenile Probation Department to apply for, retroactively, accept and expend $625,500 in funds from the State of California Board of Corrections for the Standards and Training of Local Corrections and Probation Officers Programs; stipulating adherence to standards for recruitment and training established by the Board of Corrections, waiving any indirect costs.

Grant Amount:

Sheriff	$439,500
Adult Probation	65,500
Juvenile Probation	120.500
Total	**$625,500**

Grant Period: July 1, 1999 through June 30, 2000 (12 months)

Source of Funds: State of California Board of Corrections

Project: Standards and Training for Local Corrections and Probation Officers Programs for FY 1999-2000.

Description: The proposed grant of $625,500 for the Sheriff, Adult Probation and Juvenile Probation Departments from the State Board of Corrections would provide the necessary subvention funds for the State-certified training for Deputy Sheriffs, Probation Officers and Juvenile Corrections Officers. This will be the 19th year that San Francisco has participated in this Statewide training program, which is being carried out under Senate Bill (SB) 924.

The Standards and Training for Corrections Program seeks to improve and standardize the skills of Deputy Sheriffs, Probation Officers and Juvenile Corrections Officers from entry-level personnel to department heads. The State Board of Corrections was authorized under SB 924 to establish minimum standards for the training of

department · personnel, including administrators and management staff, and to certify the training courses to be taken by personnel participating in this program.

The proposed program would train a total of 1,133 employees during FY 1999-2000. There are a total of 58,808 scheduled training hours and would range from 24 hours per year for training of experienced personnel to 215 hours per year of training for new personnel for the three City departments. The Standards and Training Program subvents each department's annual training budget and pays some of the costs incurred by training, including travel, per diem, tuition, trainers' fees, books and course supplies, and the costs of overtime for replacing Deputy Sheriffs and Correctional Officers while such employees are in training.

Budget: The budget for the proposed grant funds of $625,500 is as follows:

Dept.	No. of Participants	Hours	Tuition	Travel	Per Diem	Replacement (Overtime)	Total Cost
Sheriff	792	39,462	$61,530	$39,555	$52,740	$285,675	$439,500
Adult Probation	117	8,440	34,664	19,650	11,186	0	65,500
Juvenile Probation	224	10,906	70,160	21,045	14,295	15,000	120,500
Total	**1,133**	**58,808**	**$166,354**	**$80,250**	**$78,221**	**$300,675**	**$625,500**

Required Match: None.

Indirect Costs: Indirect costs are not allowed under this grant program.

Comments:

1. Copies of the Grant Application Information Forms prepared by the Sheriff's, Adult Probation and Juvenile Probation Departments for each of their respective training programs are attached to this report.

2. A Disability Access checklist for each of the three training programs is on file with the Clerk of the Board of Supervisors.

Recommendation: Approve the proposed resolution.

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: **The Board of Supervisors**
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: SAN FRANCISCO SHERIFF'S DEPARTMENT

2. Contact Person: SERGEANT RICARDO KEPPARD Telephone: (415) 553-9600

3. Project Title: STANDARDS AND TRAINING FOR CORRECTIONS

4. Grant Source Agency: STATE OF CALIFORNIA AND BOARD OF CORRECTIONS

5. Type of Funds: __ Federal __ Federal-State (Pass-Through) __X__ State __ Local __ Private

6. Proposed (New / Continuation) Grant Project Summary: AN APPLICATION TO THE STATE BOARD OF CORRECTIONS FOR FUNDING OF STATE-CERTIFIED TRAINING FOR LOCAL CORRECTIONS OFFICERS. THE TRAINING IS TO BE CARRIED OUT UNDER THE SB 924 SUBVENTION FOR THE BENEFIT OF PERSONNEL IN THE SHERIFF'S DEPARTMENT. THIS WILL BE THE NINETEENTH YEAR OF PARTICIPATION IN THE STATEWIDE TRAINING SUBVENTION. THE PROPOSED PROGRAM WOULD TRAIN A TOTAL OF 792 PERSONNEL DURING THE 1998-99 FISCAL YEAR. TOTAL TRAINING HOURS WOULD BE 39,463 AND WOULD RANGE FROM 24 HOURS PER YEAR FOR UPDATE TRAINING OF EXPERIENCED PERSONNEL, TO 215 HOURS OF TRAINING FOR NEW PERSONNEL. TRAINING COSTS ARE PAID BY THIS SUBVENTION AND NO MATCHING FUNDS ARE REQUIRED.

7. Amount of Grant Funding Applied for: $439,500.000

8. Maximum Funding Amount Available: $439,500.000

9. Required Matching Funds? Yes: ___ No: _X_ / Cash or In-kind? N/A

If yes, list dollar amount and identify source of Matching Funds in Department Budget:

10. Number of new positions created and funded: N/A

11. If new positions are created, explain the disposition of employees once the grant ends?
N/A

12. Are indirect costs eligible costs for this grant? Yes: ____ No: X

If yes, please identify the amount of $ in indirect costs? _____

13. Amount to be spent on contractual services: N/A

14. a.) Will contractual services be put out to bid? N/A

b). If so, will contract services help to further the goals of the department's MBE/WBE requirements? _____

15. Is this likely to be a one-time or ongoing request for contracting out? N/A

16. Term of Grant: Start-Date: 7/01/99 End-Date: 6/30/00

17. Date Department Notified of Available Funds: 2/17/99

18. Grant Application Due Date: 4/15/99

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation):

See: Title 15
Standards and Training for Local Corrections and Probation Officers. Article &., Administration of Funds. and section 6350 of the California Penal Code.

20. Department Head Approval: MICHAEL HENNESSEY, SHERIFF

(Name) (Title)

(Signature)

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: **The Board of Supervisors**
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: San Francisco Adult Probatiuon Dept.
2. Contact Person: Judith Terracina Telephone: (415)553-1253
3. Project Title: Standards and Tranining for Local Corrections
4. Grant Source Agency: Officers Program State of California Board of Corections
5. Type of Funds: __ Federal __ Federal-State (Pass-Through) _x_ State __ Local __ Private
6. Proposed (New / Continuation) Grant Project Summary:

7. Amount of Grant Funding Applied for: $65,500
8. Maximum Funding Amount Available: $65,500
9. Required Matching Funds? Yes: ___ No: ____ / Cash or In-kind? N/A

   If yes, list dollar amount and identify source of Matching Funds in Department Budget:

10. Number of new positions created and funded: zero
11. If new positions are created, explain the disposition of employees once the grant ends?
    N/A

12. Are indirect costs eligible costs for this grant? Yes: ____ No: X

If yes, please identify the amount of $ in indirect costs?_____

13. Amount to be spent on contractual services: N/A

14. a.) Will contractual services be put out to bid? N/A

b). If so, will contract services help to further the goals of the department's MBE/WBE requirements? _____

15. Is this likely to be a one-time or ongoing request for contracting out? N/A

16. Term of Grant: Start-Date: 7/01//99 End-Date: 6/30/00

17. Date Department Notified of Available Funds: 2/17/99

18. Grant Application Due Date: 4/15/99

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation):

20. Department Head Approval: Armando Cervantes Chief Adult Probation Offic
(Name) / (Title)

Armando Cervantes

(Signature)

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: **The Board of Supervisors**
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: San Francisco Juvenile Probation

2. Contact Person: Cecile Ehrmann Telephone: (415) 753-7676

3. Project Title: Standars and Training for Corrections

4. Grant Source Agency: State of California Board of Corrections

5. Type of Funds: __ Federal __ Federal-State (Pass-Through) __ State __ Local __ Private

6. Proposed (~~New~~ / Continuation) Grant Project Summary:
An application to the State Board of Corrections for funding of state certified training for local corrections officers. The training is to be carried out under the SB 924 subvention for the benefit of personnel in the Juvenile Probation Department. This will be the nineteenth year of participation in the statewide training subvention. The proposed program would train a total of 224 personnel during the 1999-2000 fiscal year. Total training hours would be 10906 hours and would range from 24 hours per year for update training of experienced personnel to 200 hours of training for new personnel. Training costs are paid by this subvention and no matching funds are required.

7. Amount of Grant Funding Applied for: $120,500

8. Maximum Funding Amount Available: $120,500

9. Required Matching Funds? Yes: ___ No: X / Cash or In-kind? N/A

If yes, list dollar amount and identify source of Matching Funds in Department Budget:

10. Number of new positions created and funded: 0

11. If new positions are created, explain the disposition of employees once the grant ends?

12. Are indirect costs eligible costs for this grant? Yes: ___ No: X

If yes, please identify the amount of $ in indirect costs? _____

13. Amount to be spent on contractual services: N/A

14. a.) Will contractual services be put out to bid? N/A

b). If so, will contract services help to further the goals of the department's MBE/WBE requirements? _____

15. Is this likely to be a one-time or ongoing request for contracting out? N/A

16. Term of Grant: Start-Date: 7/01/99 End-Date: 6/30/00

17. Date Department Notified of Available Funds: 2/17/99

18. Grant Application Due Date: 4/15/99

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation):

20. Department Head Approval: JESSE E. WILLIAMS, JR., CHIEF PROBATION OFFICER
(Name) (Title)

Jesse E. Williams Jr. 2/18/99
(Signature)

Item 4 – File 99-0541

Department:	Mayor's Criminal Justice Council (MCJC)
Item:	Resolution authorizing the MCJC to retroactively accept and expend funds in the amount of $150,000 from the U.S. Department of Justice, Office of Justice Programs, to support the implementation of the San Francisco Community Court Initiative.
Grant Amount:	$150,000
Grant Period:	November 1, 1998 through April 30, 2000 (18 months) See Comment No. 1
Source of Funds:	U.S. Department of Justice, Office of Justice Programs (OJP)
Project:	Community Court Initiative
Description:	The MCJC, in collaboration with the District Attorney's Office, the Police Department, the Trial Courts, the Public Defender, California Community Dispute Services, the Pretrial Diversion Project, and community representatives, implemented the Community Court Initiative in the Bayview Hunters Point and Oceanview-Merced Ingleside (OMI) neighborhoods. The Community Court Initiative, which is a pilot project that was launched in July 1998, seeks to discourage certain "quality of life" misdemeanor violations within the City, such as petty gambling, graffiti, loitering, littering, lower level drug violations, and shoplifting. In the Community Court Initiative, a misdemeanor case is diverted by the District Attorney's Office to community court after it has been screened and approved by the District Attorney's Misdemeanor Intake Division. If the offender opts for community court rather than the traditional court process, the offender appears before a Judge/Arbitrator who, in consultation with community representatives, orders community service, restitution to the aggrieved party, or case dismissal. Community representatives include neighborhood residents and merchants.

A community service disposition is referred to the Pretrial Diversion Project, which is a nonprofit agency whose contract is administered by the Sheriff. The Pretrial Diversion Project screens the offender and directs the offender to programs such as counseling and education, in addition to the required community service. An offender's case is discharged only after he or she successfully completes the community court process.

Budget:

A summary budget for the proposed grant funds in the amount of $150,000 for the 18-minth period is as follows:

Category	Amount
Personnel	$59,456
Fringe Benefits	17,559
Travel	5,884
Contractual	67,101
Total	**$150,000**

Attachment I, provided by Mr. Travis Kiyota of MCJC, contains a detailed budget for this project. The budgeted travel expenses of $5,884 are for staff to travel to and be trained by other Counties which have similar community court programs. According to Mr. Kiyota, the U.S. Department of Justice has not yet announced which Counties would be the site of the two trainings.

Required Match:

None.

Indirect Costs:

None.

Comments:

1. Mr. Kiyota stated that MCJC was notified that the proposed grant funds of $150,000 were awarded on February 19, 1999, after the commencement of the grant period on November 1, 1998, not allowing sufficient time to obtain prior Board of Supervisors approval to accept the funds. According to Mr. Kiyota, while the funds have already been accepted for the Community Court Initiative, none of the funds have been expended. Therefore, the proposed resolution, which provides for retroactivity to both accept and expend the funds, should only provide for retroactivity with respect to accepting the funds.

2. Mr. Kiyota reports that $50,000 of FY 1998-99 MCJC discretionary Federal community crime prevention funds was used for salary and benefits for a Project Coordinator position when the project began in July 1998. As noted in Attachment I, this position, which is retained under contract, is called Court Coordinator and 33% of the cost of this position would be funded by the proposed grant funds when the $50,000 is depleted in April 1999.

3. The legislation does not require that the grant-funded positions be "G", or Grant-funded positions. Mr. Kiyota states that it is the intent of MCJC to make these new City employees Grant-funded in order that these positions do not automatically continue to be funded when the grant expires.

4. Attachment II, provided MCJC, is the Grant Application Information Form.

5. MCJC has prepared a Disability Access Checklist for the proposed grant, which is on file with the Clerk of the Board of Supervisors.

Recommendations:

1. In accordance with Comment No. 1, amend the proposed resolution to delete retroactivity with respect to expending funds.

2. In accordance with Comment No. 3, amend the proposed resolution to urge the Controller to designate the positions created under the grant as "G", or Grant-funded positions, which would terminate when the grant expires.

3. Approve the proposed resolution as amended.

Community Courts Budget

Budget Summary

Budget Category:

A.	Personnel	$ 59,456
B.	Fringe Benefits	$ 17,559
C.	Travel	$ 5,884
D.	Equipment	
E.	Supplies	
F.	Construction	
G.	Consultants/Contracts	$ 67,101
H.	Other	
I.	Indirect Costs	
	Total Project Costs:	**$ 150,000**

Budget Detail

Personnel

	# of Positions	Annual Salary	18 Month Cost
8129 Victim/Witness Investigator I	1	$ 39,638	$ 59,456

The Community Court Victim/Witness Investigator will be responsible for screening all potential referrals to the community courts.

Fringe	Fringe Rate	18 Month Cost
Fringe Benefits (FICA, Taxes, Health Insurance, Retirement)	30%	$ 17,559

*The exact fringe rate being used in the calculation is 29.5328%.

Consultants/Contracts

Personnel	# of Positions	% of Time	Annual Salary	18 month Cost	Fringe Rate	18 Month Cost Including Fringe
Caseworker	1	100%	$ 18,866	$ 28,299	23%	$ 34,892.78
Court Coordinator	1	33%	$ 38,520	$ 57,780	12%	$ 21,348.36
Supervision						$ 6,000.00
Clerical Assistance						$ 4,859.00
						$ 67,100.14

The Case Worker and Court Coordinator will be contracted out to California Dispute Services and the S.F Pretrial Diversion Project. The caseworker postion is 100% time beginning November 1, 1998 and the Court Coordinator will begin November 1, 1999 for a six month duration. The actual fringe rate for the caseworker is .233004 and the actual fringe rate for the Court Coordinator is .1196261

Travel/Training

			Cost
Training TBD	Airline	2 Trips x $250 x 3 Attendees	$ 1,500
	Hotel	2 trips x $100 x 3 people x 2 nights	$ 1,200
	Per diem	2 trips x 38 per diem x 3 attendees x 3 days	$ 684
Training	Materials, rental costs, and other miscellaneous expenses		$ 2,500
		Total:	$ 5,884

The travel related costs will be used for S.F. staff travel to other jurisdictions with community court programs. This training and technical assistance will assist in program development. The training funds will be used to conduct ongoing extensive training sessions held throughout the project period.

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution

Authorizing a Department to Accept & Expend Grant Funds

To: **The Board of Supervisors**

Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Mayor's Criminal Justice Council (MCJC)
2. Contact Person: Travis Kiyota Telephone: (415) 554-6165
3. Project Title: Community Court Initiative
4. Grant Source Agency: U.S. Department of Justice
5. Type of Funds: Federal X Federal-State (Pass-Through) State Local Private
6. Proposed (New/Continuation) Grant Project Summary:

The U.S. Department of Justice is providing support to the City and County of San Francisco to support the Community Court Initiative being developed in the Bayview and OMI neighborhoods. The Mayor's Criminal Justice Council is the lead coordinating agency and works closely with the District Attorney, Police Chief, Superior Court, Public Defender, and community representatives to implement this program. The goal of this project is to discourage quality of life violations within San Francisco by holding offenders accountable to their crimes by mandating restitution or community service through the criminal justice system.

7. Amount of Grant Funding Applied For: $150,000
8. Maximum Funding Amount Available: $150,000

9. Required Matching Funds? Yes: ___ No:X /Cash or In-kind? ___

If yes, list dollar amount and identify source of Matching Funds in Department Budget:

10. Number of new positions created and funded: 1 District Attorney Victim/Witness Investigator

11. If new positions are created, explain the disposition of employees once the grant ends.

This will be a temporary grant funded position within the District Attorney's Office.

12. Are indirect costs eligible costs for this grant? Yes ___ No: X

If yes, please identify the amount of $ in indirect costs. ___

13. Amount to be spent on contractual services: $67,100

14. a.) Will contractual services be put out to bid? No

b). If so, will contract services help to further the goals of the department's MBE/WBE requirements? N/A

15. Is this likely to be a one-time or ongoing request for contracting out? One-time

16. Term of Grant: Start-Date: 11/1/98 End-Date: 4/30/00

17. Date Department Notified of Available Funds: 2/19/99

18. Grant Application Due Date: 10/98

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation): One-time demonstration funding for local community court projects.

20. Department Head Approval: KIMIKO BURTON DIRECTOR, MCJC

(Name) (Title)

Kimiko Burton

(Signature)

Item 5 – File 99-0568

Department:	Department of Public Health (DPH)
Item:	Resolution authorizing the Department of Public Health , Community Health Network to accept retroactively and expend a grant in the amount of $40,000 from Comic Relief, Inc. for DPH homeless programs.
Grant Amount:	$40,000
Grant Period:	January 1, 1999 through September 30, 2001 (33 months) See Comment No. 1
Source of Funds:	Comic Relief, Inc. (See Description)
Projects:	Americorp Intern Program and Episcopal Community Services of San Francisco

Description:

Comic Relief, Inc., a nonprofit agency, was formed in 1986 to produce live comedy events to help poor and homeless persons. Comic Relief, Inc. has awarded $40,000 to each of the 25-member organizations, representing both the public and private sector, of the National Health Care for the Homeless Council (NHCHC). DPH has been a member of NHCHC since the organization was formed in 1986. NHCHC operates as a 25-member council which works to improve health care for the homeless through advocacy and fundraising activities.

This proposed grant is not an annual award, but has been an important source of funds for DPH homeless programs since DPH first received the grant in 1986. The proposed grant amount of $40,000 is from proceeds from Comic Relief 8, the most recent comedy benefit event, and from other national fundraising activities held by Comic Relief for the poor and homeless.

Presently, an intern from the Americorp Intern Program, a national service program, works with the outreach team at the DPH Tom Waddell Community Health Center, located at 50 Ivy Street. DPH would use $12,000 of the proposed grant funds of $40,000 to pay the San Francisco Clinic Consortium for its required cash match of $4,000

per year for three years for an intern to provide outreach services for the homeless.

Additionally, DPH would use $18,000 to assist Episcopal Community Services, a community-based nonprofit organization, offset its costs to operate the respite facility food service program located at 1001 Polk Street. The Episcopal Community Services program provides a daily lunch service at the 25-bed facility. Lastly, $6,000 of the proposed grant funds would be used to pay for the annual NHCHC membership dues for the approximate three-year grant period and $4,000 would be used to purchase 480 protein bars, which are nutritional supplements, and 288 pairs of wool socks to be distributed to an estimated 12-20 homeless persons per week for 24 weeks by DPH outreach workers.

Budget:

A summary budget for the proposed grant of $40,000 for the 33-month grant period retroactive from January 1, 1999 is as follows:

Category	Amount
NHCHC Membership Dues	$6,000
Americorp Intern Program	12,000
Episcopal Community Services	18,000
Protein Bars and Wool Socks	4,000
Total	**$40,000**

Attachment I, provided by DPH, provides more detailed information on the proposed expenditures of $40,000.

Required Match: None.

Indirect Costs: None.

Comments:

1. According to Mr. Fred Milligan of DPH, funds from Comic Relief have already been accepted. Mr. Milligan explains that DPH was notified on February 15, 1999 that the proposed grant funds of $40,000 were awarded, not allowing DPH time to obtain Board of Supervisors approval to accept the proposed grant prior to the commencement of the grant period on January 1, 1999. The resolution provides for retroactivity. Mr. Milligan

reports that none of the proposed grant funds have been expended.

2. Attachment II, provided by DPH, is the Grant Application Information Form.

3. DPH has prepared a Disability Access Checklist for the proposed grant, which is on file with the Clerk of the Board of Supervisors.

Recommendation: Approve the proposed resolution.

COMIC RELIEF EXPENDITURES

MATERIALS AND SUPPLIES - **$4,000**

The **Materials and Supply** money will be used to buy nutritional supplement bars (protein vitamin bars) and woolen socks to be given out at homeless encampments around San Francisco, addition to clients of the Tom Waddell Health Center, by Tom Waddell Health Center Outreach Workers.

a. Woolen Socks. Procure 24 DZ woolen socks (Standard size 10-13).

Price @ $18.00 for White per Dz	x 12 Dz- $216.00
Price @ $27.00 for Color (Neutral/Red/Black)	x 12 Dz- $324.00
UPS Charge:	$ 49.61
Total Cost per each order:	$589.61

Woolen Sock Ordering Cycle:

1) September 1999:	$589.61
2) December 1999:	$589.61
3) February 2000:	$589.61
4) November 2000:	$589.61

Total Expenditures for Woolen Socks: **$2,358.44**

b. Nutritional Bars. Procure 6 CASES Nutritional (Protein Vitamin Bars):

Price @ $79.98 for 6 Cases:	$479.88
Sales Tax:	$ 40.78
Total Cost per each order:	$520.66

Nutritional Bars Ordering Cycle:

1) July 1999:	$520.66
2) December 1999:	$520.66
3) February 2000: (7 Cases total)	$600.64

Total Expenditures for Nutritional Bars: **$1,641.96**

COMIC RELIEF EXPENDITURES

MATERIALS AND SUPPLIES 18,000

This portion of the Materials and Supply money will be used to pay the costs of providing lunch at 1001 Polk Street, a 28-Bed Respite facility, run by the Episcopal Community Services of San Francisco. Lunch is provided seven days a week to the daily occupants of the facility.

28 Beds at the Respite Facility

28 People x 365 days per year @ approximately .59 cents per meal. = $6,000:

1) July 1, 1998- June 30, 1999:	$6,000
2) July 1, 1999 - June 30, 2000:	$6,000
3) July 1, 2000- June 30, 2001:	$6,000
GRAND TOTAL:	**$18,000**

NUTRITIONAL BARS: (CONTINUED):

COSTS: Bars are procured at $79.98 a case Based on a discount for ordering 6 cases at a time.
(there are 80 Nutritional Bars to a Case); the cost is $1.00 per bar.

DISTRIBUTION: Bars and socks will be distributed by our Outreach workers at homeless encampments around San Francisco and at the Tom Waddell Health Center. As available, each Outreach team will be allocated a Dozen (12) pairs of socks and 20 Nutritional Bars per week.

COMIC RELIEF BUDGET
GRANT CODE: HCGCRH
GRANT YEAR: 9900
PERIOD OF TIME COVERED:
1 JANUARY 1999- 30 SEPTEMBER 2001

I. Comic Relief Budget (From Grant Code: HCGCRH Grant Year: 99 00)				
II. Current Expenditures:				
a. Operating Expenses:				
Sub/Obj:	Description:			Amount:
02401	National Health Care for the Homeless			
	Membership Dues 1999: Due 2/1999:			2,000
02401	Membership Dues 2000: Due 2/2000:			2,000
02401	Membership Dues 2001: Due 2/2001:			2,000
03599	Americorp Intern Program/ SFCCC			
	for 1999:			
	a) Semi-Annual Payment -Due 1/99			2,000
	b) Semi-Annual Payment- Due 4/1/1999:			2,000
03599	Americorp Intern Program/ SFCCC			
	for 2000:			
	a) Semi-Annual Payment- Due 11/1999:			2,000
	b) Semi-Annual Payment- Due 4/1/2000:			2,000
03599	Americorp Intern Program/ SFCCC			
	for 2001:			
	a) Semi-Annual Payment- Due 11/2000:			2,000
	b) Semi-Annual Payment- Due 4/1/2001:			2,000
03599	Food Service for 25-Bed Respite at			
	1001 Polk Street, San Francisco for 1999/2001:			
	1 July 98- 30 June 1999:			6,000
	1 July 99- 30 June 2000:			6,000
	1 July 2000- 30 June 2001:			6,000
04000	Materials and Supplies			4,000
	Total Operating Expenses:			**40,000**

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department. Division. & Branch: Community Health Network; Primary Care Svcs.

2. Contact Person: Marian Peña Telephone: 554-2670

3. Project Title: Comic Relief

4. Grant Source Agency: National Health Care for the Homeless Council

5. Type of Funds (Circle): Federal Federal-State (Pass-Through) State Local Private

6. Proposed (New/Continuation) Grant Project Summary: This grant award is one of 25 Comic Relief awards of $40,000 each to members of the National Health Care for the Homeless Council. The awards from this source are not made annually but have been an important source of income for DPH homeless programs in previous years. It is expected that these awards will diminish in future years. Funding proceeds are from Comic Relief 8 and other national fund-raising activities.We will use frunds from the current award will be used for:
   - -membership dues for the National Health Care for the Homeless Council, 3 years;
   - -Americorp Intern Program, 3 years: (See Attachment)
   - -Food Service for 25-bed respite at 1001 Polk St. for 3 years: (See Attachment)
   - -materials and supplies: (See Attachment)

7. Amount of Grant Funding Applied For: Not Applicable. Application was not required.

8. Maximum Funding Amount Available (at time of application): Not Applicable

9. Required Matching Funds? (Circle): Yes No Cash In-kind

   If yes, list dollar amount and identify source of Matching Funds in Department Budget:
   Not Applicable.

10. Number of new positions created and funded: None

11. If new positions are created, explain the disposition of employee(s) once the grant ends:
    Not Applicable

12. Are indirect costs eligible costs for this grant? (Circle): Yes No

    If yes, please identify the amount of $s in indirect costs: Not Applicable

13. Amount to be spent on contractual services: None

14. a.) Will contractual services be put out to bid? (Circle): Yes: No: Not Applicable

    b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? : Not Applicable

15. Is this request for contracting out likely to be: One Time or Ongoing? (CircleOne)
    Not applicable

16. Term of Grant: Start-Date: 1/1/99 End-Date: 9/30/01

17. Date You Were Notified That This Funding Was Available: Not Applicable.

18. Grant Application Due Date: Not Applicable

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation): Annual budget must be submitted by January 15, 1999. There is no restriction on the time frame during which these funds are spent.

20. Department Head Approval:
    (To be obtained by Grant Manager)

Mitchell Katz, M.D., Director of Health

Signature

Item 6 – File 98-2076

Department: Police Department
Department of Public Works

Item: Ordinance (1) amending Part II, Chapter VIII of the San Francisco Municipal Code (Police Code) by repealing Article X, Sections 675 through 679, 685 and Article XIV, Sections 975 through 984; and (2) amending Part II, Chapter X of the San Francisco Municipal Code (Public Works Code) by adding (a) Article 5.6, Sections 184.56 through 184.68 to regulate the posting of signs on commercial and non-commercial streets and to establish a registration fee for persons seeking to post more than 25 signs in the City and (b) Article 5.7, Sections 184.69 through 184.78 to regulate the distribution of handbills and the display of banners and to establish a registration fee for persons seeking to distribute handbills.

Description: Currently, Article X of the Police Code contains the rules and regulations governing the posting of signs on streets and Article XIV of the Police Code contains the rules and regulations governing the distribution of handbills. The Police Code currently does not contain rules or regulations governing the display of banners.

According to Mr. Mario Kashou of the City Attorney's Office, although the rules and regulations governing the posting of signs on streets and the distribution of handbills are codified in the Police Code, currently both the Police Department and the Department of Public Works (DPW) are responsible for enforcing them. However, according to Mr. Scott Shaw of the DPW, the Police Department does not have the resources to enforce the above-noted rules and regulations. Instead DPW staff remove signs and handbills that violate such rules and regulations. Mr. Kashou states that if the proposed ordinance is approved, the Police Code and the Public Works Code would be amended to reflect the DPW's actual enforcement of the rules and regulations governing the posting of signs and the distribution of handbills. Specifically, the proposed ordinance would relocate the rules and regulations governing the posting of signs on streets and the distribution of handbills from Articles X

and XIV of the Police Code to new Articles 5.6 and 5.7 of the Public Works Code.

The proposed ordinance would authorize the following actions:

(1) Repeal Sections 675 through 679 and 685 of Article X of the Police Code as well as Sections 975 through 984 of Article XIV of the Police Code.

(2) Amend Part II, Chapter X of Public Works Code by adding (a) Article 5.6, Sections 184.56 through 184.68 to regulate the posting of signs on commercial and non-commercial streets and to establish a registration fee for persons seeking to post more than 25 signs in the City and (b) Article 5.7, Sections 184.69 through 184.78 to regulate the distribution of handbills and the display of banners and to establish a registration fee for persons seeking to distribute handbills.

A summary of the major amendments to the rules and regulations governing the posting of signs on streets and the distribution of handbills is as follows:

Currently, Section 675 of the Police Code prohibits the posting of signs with glue or any other adhesive substance except tape.

The proposed ordinance would authorize the posting of signs with only non-adhesive material such as plastic wrap, string, twine and other non-metal banding material. Persons would no longer be able to use tape to post signs.

Section 675 of the Police Code also currently requires persons who post a sign on a lamp post or utility pole to remove such sign within 30 days of its posting date.

The proposed ordinance would extend the number of days for removal of signs from 30 days to 70 days after posting the signs.

In addition, Section 675 of the Police Code currently prohibits the posting of signs on any lamppost making up

the "Market Street's Path of Gold," located on Market Street between Steuart and Castro Streets.

In addition to the above-noted prohibition on Market Street, the proposed ordinance would extend the prohibition on posting of signs on any lamppost located in the following areas:

(1) "Mission Street Corridor" located on Mission Street between 16th and 24th Streets;

(2) "Dragon Street Lanterns" located on Grant Street between Bush and Broadway Streets;

(3) "Embarcadero" located between King and Jefferson Streets;

(4) Fisherman's Wharf located between Hyde and Powell Streets;

(5) Moscone Center on Howard Street between 3rd and 4th Streets;

(6) United Nations Plaza, which is bounded by Geary Street to the south, Stockton Street to the east and Powell Street to the west.

(7) Mason Street from Market to Sutter Streets, Sutter Street from Mason to Kearny Streets, Kearny Street from Bush to Market Streets.

(8) Any other historic or decorative lighting areas which are identified by the Director of Public Works.

Section 675 of the Police Code currently prohibits the posting of signs greater than 11 inches in height on non-commercial streets and at a height higher than 12 feet from the ground.

The proposed ordinance would require that signs greater than 11 inches in height be posted at least 8 feet from the ground on commercial streets.

Under the proposed ordinance, any person seeking to post more than 25 signs in the City must apply with the Director of Public Works for a registration number prior to posting such signs, unless the posting is in response to an emergency in which case the person has 72 hours after posting the signs to register with the DPW. The registration number would expire one year after the date of its issuance by the DPW. The fee would be $20 for obtaining a new registration number and $10 for renewing an existing registration number. The Director of Public Works would waive these registration fee requirements if the person seeking to post signs files an affidavit with the Director of Public Works, declaring that the person's inability to pay the fee would prevent the person from posting the signs. Currently, persons seeking to post signs are not required to register with the Director of Public Works or pay a fee for such registration.

In addition, under the proposed ordinance, any person seeking to post more than 25 signs in the City must pay either a security deposit or apply for a performance bond with the Director of Public Works prior to posting such signs to cover DPW's cost of removing the signs if necessary. The security deposit would be $100 for posting 100 signs or less, $500 for more than 100 signs but less than 500 signs, and $1,000 for 500 signs or more. The amount of the performance bond would be determined by the Director of Public Works. According to the proposed ordinance, the Director of Public Works would waive the security deposit requirement if the person seeking to post signs files an affidavit with the Director of Public Works, declaring that the person's inability to pay the security deposit would prevent the person from posting the signs. The performance bond requirement cannot be waived. Currently, persons seeking to post signs are not required to pay either a security deposit or apply for a performance bond with the Director of Public Works prior to posting such signs.

Section 977 of the Police Code currently states that persons seeking to distribute handbills on private properties in the City must apply with the Chief of Police for a permit prior to distributing such handbills. The permit fee is determined by the Chief of Police.

Under the proposed ordinance, any person seeking to distribute handbills throughout the City, including on private properties in the City, must apply with the Director of Public Works for a registration number prior to distributing such handbills, unless the distribution is in response to an emergency in which case the person has 72 hours after distributing the handbills to register with the DPW. The registration number would expire one year after the date of its issuance by the DPW. The fee would be $20 for obtaining a new registration number and $10 for renewing an existing registration number. The Director of Public Works would waive these registration fee requirements if the person seeking to distribute handbills files an affidavit with the Director of Public Works, declaring that the person's inability to pay the fee would prevent the person from distributing the handbills. Currently, persons seeking to distribute handbills are not required to register with the Director of Public Works or pay a fee prior to distributing such handbills.

Section 984 of the Police Code currently deems any person who violates any of the rules and regulations governing the distribution of handbills as guilty of a misdemeanor[1]. This section imposes a fine of not more than $100 or imprisonment for not more than 30 days or both on persons who are convicted of the misdemeanor.

The proposed ordinance would deem any person who violates any of the rules and regulations governing the distribution of handbills as guilty of an infraction[2] or a misdemeanor. Upon conviction of a violation of this Article, the person would be punished as follows:

- For the first offense, a fine of not less than $80 nor more than $100;
- For the second offense, a fine of not less than $150 nor more than $200;
- For each additional offense, a fine of not less than $300 nor more than $500; and

[1] A misdemeanor is a criminal offense punishable with a fine or imprisonment or both.
[2] An infraction is a breach of the rules punishable with a fine, but not imprisonment.

- For a misdemeanor, a fine of not more than $1,000 and imprisonment up to 6 months.

According to the proposed ordinance, the DPW would be authorized to adopt rules and regulations governing the display of banners, without further approval from the Board of Supervisors. As previously noted, currently there are no rules or regulations governing the display of banners.

Comments:

1. In the attached memorandum, provided by Mr. Shaw, referring to the proposed $20 registration fee and $10 renewal fee for posting signs on streets, Mr. Shaw states that "The Department of Public Works estimates that annual fees from candidates and measures registering to post signs could total anywhere between $120 - $7,000." Moreover, referring to the proposed registration fees and the proposed schedule of fines related to the distribution of handbills, Mr. Shaw states that "The Department has never enforced provisions related to handbills. Without past figures to draw from, we cannot provide an accurate estimate of future revenue from this source."

2. Also in the attached memorandum, referring to the DPW's cost of enforcing the proposed ordinance, Mr. Shaw states "Because our enforcement resources are limited and cover a wide area, it is likely that we would need additional resources in order to enforce the new ordinance on more than a complaint basis. We don't know what the demand would be and therefore aren't able to estimate the amount of resources. However, we anticipate an additional Environmental Control Officer will be needed. The annual labor cost with MFB for an Environmental Control Officer is $67,600."

Mr. Shaw advised the Budget Analyst that if the DPW should require the above-noted additional Environmental Control Officer to enforce the proposed ordinance, then DPW would seek funding for such position through a supplemental appropriation request to the Board of Supervisors.

Recommendation: Approval of the proposed ordinance is a policy matter for the Board of Supervisors.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
President Ammiano
Supervisor Brown
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Yaki
Supervisor Yee
Clerk of the Board
Controller
Gail Feldman
Matthew Hymel
Stephen Kawa
Ted Lakey

Date: 4/2/99
Sender: Scott Shaw
To: Gabriel Cabrera, Marcia deVaughn, John Busher
Priority: Urgent
Receipt requested
Subject: Revenue from new Sign Ordinance

Gabriel,

I believe this answers your questions. If not, please call me at 695-2013.

Scott Shaw

REGISTRATION FEES

What would we estimate the total amount for registration fee the Department would collect each year?

SIGNS:

The Department of Public Works estimates that annual fees received from candidates and measures registering to post signs could total anywhere between $120 - $7,000.

This wide range in anticipated revenue is based upon figures for 1997 and 1998. In 1997, there were six registrations; in 1998, there were 356.

Since we can neither control nor accurately anticipate the number of registrations, estimates of future fees received are necessarily open.

HANDBILLS:

The Department has never enforced provisions related to handbills. Without past figures to draw from, we cannot provide an accurate estimate of future revenue from this source.

What would you estimate the amount of fines the department would collect from the Handbill portion?

HANDBILLS:

The Department has never enforced provisions related to handbills. Without past figures to draw from, we cannot provide an accurate estimate of future revenue from this source.

Would the department require additional resources?

Because our enforcement resources are limited and cover a wide area, it is likely that we would need additional resources in order to enforce the new ordinance on more than a complaint basis. We don't know what the demand would be and therefore aren't able to estimate the amount of resources. However, we anticipate an additional Environmental Control Officer will be needed. The annual labor cost with MFB for an Environmental Control Officer is $ 67,600.

BOARD of SUPERVISORS

City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. 554-5184
Fax No. 554-5163
TDD/TTY No. 554-5227

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April 9, 1999

SPECIAL MEETING

NOTICE IS HEREBY GIVEN to the general public that on Tuesday, April 20, 1999, at 10:00 a.m., in City Hall, 1 Dr. Carlton B. Goodlett Place, Room 263, the Housing and Social Policy Committee of the San Francisco Board of Supervisors will hold a public hearing to consider the following:

File 990588. [Edgehill Mountain Slope Hazard Area] Resolution creating the Edgehill Mountain Slope Hazard Area, which is generally bounded by Garcia Avenue, Vasquez Avenue, Kensington Way and Ulloa Street and traversed by Edgehill Way; imposing an order prohibiting action on applications for permits or other land use entitlements, subject to specific exemptions, in the Edgehill Mountain Slope Hazard Area while the Board of Supervisors considers adoption of Interim Zoning Controls to protect the Edgehill Mountain Slope Hazard Area; and making a finding of consistency with the priority policies of Planning Code Section 101.1. (Supervisors Teng, Bierman)

File 990589. [Edgehill Mountain Slope Hazard Area] Resolution creating the Edgehill Mountain Slope Hazard Area, which is generally bounded by Garcia Avenue, Vasquez Avenue, Kensington Way and Ulloa Street and traversed by Edgehill Way; imposing Interim Zoning Controls for eighteen (18) months in the Edgehill Mountain Slope Hazard Area to prohibit the approval of permits or other land use entitlements, subject to specific exemptions, for property in the Edgehill Mountain Slope Hazard Area; and making a finding of consistency with the priority policies of Planning Code Section 101. (Supervisors Teng, Bierman)

If you require additional information, or would like to obtain copies of the proposed legislation (Files 990588 and 990589), please contact Gail Johnson, Clerk of the Housing and Social Policy Committee, at (415) 554-4445.

Gloria L. Young
Clerk of the Board

POSTED: APRIL 9, 1999

.475

City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

0/99

Tuesday, April 20, 1999 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

CONSENT AGENDA

All matters listed hereunder constitute a Consent Agenda, are considered to be routine and will be acted upon by a single roll call vote of the Committee. There will be no separate discussion of these items unless a member of the Committee so requests, in which event the matter shall be removed from the Consent Agenda and considered as a separate item.

1. **990575** **[Grant, Summer Food Service Program]**

Resolution authorizing the Mayor to apply for, accept and expend $564,098 from the United States Department of Agriculture (USDA) to sponsor the Summer Food Service Program for needy children; waiving indirect costs. (Mayor)

3/25/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. **990613** **[Grant - State]**

Resolution authorizing the Chief Probation Officer for the Juvenile Probation Department to apply for retroactively, accept and expend grant funds in the amount of Four Hundred Ninety-Seven Thousand Five Hundred Two Dollars ($497,502.00), from the State of California Board of Corrections for the Repeat Offender Prevention Program, and placing Three Hundred Ninety-Seven Thousand Five Hundred Two Dollars ($397,502.00) on reserve pending selection of a contractor. (Juvenile Probation Department)

3/31/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

3. **990614** **[Grant - Federal]**

Resolution authorizing the Department of Human Services to retroactively apply for, accept and expend Stewart B. McKinney Supportive Housing Grants in a total amount not to exceed $9,926,979 over the grant term period from the U.S. Department of Housing and Urban Development. (Department of Human Services)

3/31/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

4. **990662** **[Grant - State]**

Resolution authorizing the Department of Human Services to retroactively accept and expend State general funds in the amount of $137,779 through the execution of a contract with the State of California Department of Education for participation by the City and County in the State's Child Care and Development Program for the fiscal year 1998-1999. (Department of Human Services)

4/6/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

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REGULAR AGENDA

5. **990310** **[Child Care Planning and Advisory Council]** **Supervisor Teng**

Ordinance amending Administrative Code Section 5.200(c) to give the Child Care Planning and Advisory Council additional powers and duties in conformance with State law and by amending Section 5.200(d) to change the composition of the council to conform to State law.

(Amends Sections 5.200(c) and 5.200(d).)

2/17/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 3/19/1999.

6. **982076** **[Signs, Banners, Handbills Regulations]** **Supervisor Kaufman**

Ordinance amending Police Code by repealing Article X, Sections 675 to 679, inclusive, and 685 and Article XIV, Sections 975 to 984, inclusive; by amending Public Works Code by adding Article 5.6, Sections 184.56 to 184.68, inclusive, to regulate the posting of signs on commercial and non-commercial streets and to establish a registration fee for persons wishing to post more than 25 signs; and by adding Article 5.7, Sections 184.69 to 184.78, inclusive, regulating the distribution of handbills on private premises and the display of banners and to establish a registration fee for persons wishing to distribute handbills on private premises.

(Repeals Police Code Sections 675 to 679, 685, 975 to 984; Adds Public Works Code Sections 184.56 to 184.68, 184.69 to 184.78.)

12/14/98, ASSIGNED UNDER 30 DAY RULE to Housing and Neighborhood Services Committee, expires on 1/13/1999.
1/25/99, TRANSFERRED to Housing and Social Policy Committee.
2/8/99, SUBSTITUTED.
2/8/99, ASSIGNED to Housing and Social Policy Committee.
3/2/99, CONTINUED. Heard in Committee. Continued to April 6, 1999.
3/8/99, SUBSTITUTED.
3/8/99, ASSIGNED to Housing and Social Policy Committee.
4/6/99, AMENDED, AN AMENDMENT OF THE WHOLE BEARING NEW TITLE. Heard in Committee. Amendment of the Whole presented by Supervisor Kaufman. Further amended. New Amendment of the Whole adopted.
4/6/99, CONTINUED. Heard in Committee. Continued to April 20, 1999.

7. **990316** **[Residential Hotels]** **Supervisors Brown, Bierman**

Hearing to consider what can be done to improve the safety of residential hotels and to accelerate the rate at which hotels damaged by fire or are otherwise in an inhabitable condition can be brought back to the market so that more units of affordable housing can be made available.

2/17/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

SPECIAL ORDER - 11:30 A.M.

8. **990588** **[Edgehill Mountain Slope Hazard Area]** **Supervisors Teng, Bierman**

Resolution creating the Edgehill Mountain Slope Hazard Area, which is generally bounded by Garcia Avenue, Vasquez Avenue, Kensington Way and Ulloa Street and traversed by Edgehill Way; imposing an order prohibiting action on applications for permits or other land use entitlements, subject to specific exemptions, in the Edgehill Mountain Slope Hazard Area while the Board of Supervisors considers adoption of Interim Zoning Controls to protect the Edgehill Mountain Slope Hazard Area; and making a finding of consistency with the priority policies of Planning Code Section 101.1.

(Companion measure to File 990589.)

3/29/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/28/1999. (30-Day Rule waived by Board on April 12, 1999.)

9. **990589** **[Edgehill Mountain Slope Hazard Area]** **Supervisors Teng, Bierman**

Resolution creating the Edgehill Mountain Slope Hazard Area, which is generally bounded by Garcia Avenue, Vasquez Avenue, Kensington Way and Ulloa Street and traversed by Edgehill Way; imposing Interim Zoning Controls for eighteen (18) months in the Edgehill Mountain Slope Hazard Area to prohibit the approval of permits or other land use entitlements, subject to specific exemptions, for property in the Edgehill Mountain Slope Hazard Area; and making a finding of consistency with the priority policies of Planning Code Section 101.1.

(Companion measure to File 990588.)

3/29/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/28/1999. (30-Day Rule waived by Board on April 12, 1999.)

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

Rule 5.40 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

990544 **[Ramp Taxi Drivers Employee Designation]** **Supervisor Newsom**

Ordinance amending Police Code by adding Section 1148.6 requiring that all drivers of ramped taxis be employees.

(Adds Section 1148.6.)

3/22/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/21/1999.

990546 **[Youth Services Contracts Sensitivity Training]** **Supervisors Ammiano, Leno, Katz, Bierman**

Ordinance amending Administrative Code by adding Chapter 12N, Sections 12N.1 through Section 12N.4, to require that all contracts between the City and organizations that engage in youth services contain a requirement that such organization provide lesbian, gay, bisexual and transgender sensitivity training for any employee or volunteer who has direct contact with youth or whose work directly effects youth, and that any City employee who has direct contact with youth or whose work directly effects youth undergo lesbian, gay, bisexual and transgender sensitivity training.

(Adds Chapter 12N, Sections 12N.1 through Section 12N.4.)

3/22/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/21/1999.

990623 **[Graffiti Abatement Procedures]** **Supervisors Teng, Kaufman, Newsom, Yaki, Becerril, Katz, Brown**

Ordinance amending Public Works Code Sections 1304 and 1305 relating to graffiti abatement procedures for subsequent graffiti on the same property for the 12 month period following the initial removal and to exclude owner option to consent to Director's removal of subsequent graffiti on the same property for the 12 month period following the initial removal.

(Amends Sections 1304 and 1305.)

4/5/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 5/5/1999.

Watch future agendas for matters.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requests are made by 4:00 p.m. of the Friday before the Board meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda, contact Annette Lonich at (415) 554-7706.

Following a meeting minutes are available in alternative formats. Contact Marie McKechnie at (415) 554-7722.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force at 554-6171.

HOUSING AND SOCIAL
POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL
1 DR. CARLTON B. GOODLETT PLACE, ROOM 244
SAN FRANCISCO, CA 94102

IMPORTANT HEARING NOTICE!!!

Bill Lynch
Govt Information Ctr
41 Library
100 Larkin Street

Public Library,Gov't Info. Ctr., 5th Flr.
Attn: *Susan Hom*

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BOARD OF SUPERVISORS
BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

April 20, 1999

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: April 20, 1999 Housing and Social Policy Committee Meeting

Item 1 - File 99-0575

Department:	Department of Children, Youth and Their Families (DOCYF)
Item:	Resolution authorizing the Mayor to apply for, accept, and expend $564,098 from the United States Department of Agriculture (USDA) to sponsor the Summer Food Service Program for needy youth under 18 years of age who attend school in the San Francisco Unified School District (SFUSD) and waiving indirect costs.
Grant Amount:	$564,098
Grant Period:	April 1, 1999 to March 31, 2000
Source of Funds:	United States Department of Agriculture
Description:	The proposed grant of $564,098 is a continuation grant provided by the USDA to the Department of Children, Youth and Their Families for the operation of the 1999 Summer Food Service Program (SFSP). According to Ms. Artina Lim of the Department of Children, Youth and Their Families, the SFSP has been in operation every summer since 1979.

Although the grant period is for one year from April 1, 1999 through March 31, 2000, the Program will only operate during the summer from June 14, 1999 through August 20, 1999. According to Mr. Robert Grayson, of the Department of Children, Youth and Their Families, the period from April 1, 1999 before the start of program operations would be used for program planning and training purposes.

The SFSP provides lunches to eligible youth under 18 years of age. Lunches would be prepared in SFUSD kitchens by District kitchen staff. The SFSP is an extension of the national School Lunch Program, which provides needy children in school with free and reduced price meals. In California, this national program is administered through the California Department of Education.

In 1998, approximately 150,000 lunches were served to roughly 5,000 eligible youth during the summer at approximately 100 program sites throughout San Francisco. The sites included summer camps, summer youth programs, church-operated programs, San Francisco Recreation and Parks programs and housing project programs. Sites are located where either (1) at least 50 percent of the child population is eligible for subsidized meals during the regular school year, or (2) eligibility is established by family income level from the census tract and in accordance with California Department of Education guidelines.

Budget:

Attachment I, provided by the DOCYF, contains detailed revenue and expenditure budget information. For the 1999 SFSP, preparation and delivery of each lunch is estimated at $1.94, a $.02 increase from 1998. The attached budget from DOCYF, Attachment I, lists an estimated 243,670 lunches to be provided for the duration of the SFSP for a total lunch provision cost of $472,720. As indicated in Attachment I, the remaining $91,378 of the grant funds will provide for supplies and administrative costs, including salaries and program office space rented from SFUSD.

According to Ms. Lim, employees hired to staff this program during the summer months of 1999 will not be retained upon the program's completion. However, the Program's Coordinator is a regular FTE within the DOCYF and will be assigned to other grant-related projects after completion of the SFSP.

Although the 1999 Summer Food Service Program would operate from June 14, 1999 through August 20, 1999 (approximately two months), the rent expenses included in the attached budget reflect three months of office space rental costs. Ms. Lim states that the additional time is necessary for training personnel, processing paperwork and preparing a final performance report for the USDA.

Required Match: None.

Number of Persons Served: Approximately 5,000 San Francisco youth under 18 years of age.

Indirect Costs: The USDA Summer Food Service Program grant does not allow for the provision of indirect costs.

Comments:

1. Ms. Lim states that some expenses for the Program's coordinator have already been incurred in anticipation of the grant approval and are currently being absorbed within DOCYFs FY 1998-99 budget. If grant funding is not approved for this year, Mr. Grayson states that these previously incurred expenditures would be permanently absorbed within DOCYFs FY 1998-99 budget and the Program Coordinator would be assigned to other grant management duties within DOCYF.

2. Attachment II is a copy of the Grant Application Information Form, as provided by the Department of Children, Youth and Their Families.

3. A copy of the Disability Access Checklist is on file with the Clerk of the Board.

Recommendation: Approve the proposed resolution.

DEPARTMENT OF CHILDREN,
YOUTH, & THEIR FAMILIES

DEBORAH ALVAREZ-RODRIGUEZ
DIRECTOR

WILLIE L. BROWN, JR.
MAYOR

1999 MAYOR'S SUMMER FOOD PROGRAM
ESTIMATED BUDGET

REVENUE

Meal Type	Meal Totals	Reimburse Rate	Amount
Lunches	243,670	2.13	519,017
Admin.	243,670	0.185	45,081
Total Revenue			**564,098**

EXPENSES

ITEM	COST	TOTAL
Operating Costs		
Food Costs:		
Lunches	$1.94 X 243,670	472,720
Total Food Costs		472,720
Site Supervision	50 days x 3.5 hrs x$6.25 x 22	24,062
Supplies (garbage bags & thermometers)		1,000
Total Operating Costs		497,782
Administrative Costs		
Salaries	See Salary Detail (Page 2)	58,815
Office Supplies		1,000
Transportation	Fast Passes- 13x3mos.x$35	1,365
Telephone	4 phones + installation	600
Rent	3 months X $600	1,800
Postage		150
Other	See Other Detail (Page 2)	2,586
Tot Admin Costs		66,316
Total Expenses		**564,098**

3/22/99
RG

FOX PLAZA ◆ 1390 MARKET STREET ◆ SUITE 918 ◆ SAN FRANCISCO ◆ CA 94102
415.554.8990 PHONE ◆ 415.554.8965 FAX

Salary Detail

Title of Position	No.	Dates Employed	No. of Days	Hours Per Day	Salary Per Hour	Total Salary
Coordinator	1	****				$ 16,265
Asst. Coordinator	1	6/7-8/20	55	6	$15	4,950
Clerical Assistant	2	6/7-9/3	70	8	$10	11,200
Site Monitor	10	6/7-8/20	55	6	$8	26,400
Total	14					$ 58,815

****Coordinator:
The Program Coordinator is a full-time DCYF employee who will spend approximately one-third (1/3) time on the Summer Food Program. Thus 1/3 of annual salary will be allocated to the Program as follows:

Salary & Fringe Benefits $48,800 X 1/3 = **$16,265** (Allocation)

Other Detail

Item		Total
Outreach	Flyers, Translation, Newspaper Adv.	$ 1,800
Computer Rental	3 months X $140 per month	420
Misc.		366
Total		$ 2,586

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: **The Board of Supervisors**
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Department of Children, Youth and Their Families

2. Contact Person: Artina Lim Telephone: 554-8956

3. Project Title: Summer Food Service Program

4. Grant Source Agency: United States Department of Agriculture (USDA)

5. Type of Funds: __ Federal x Federal-State (Pass-Through) __ State __ Local __ Private

6. Proposed (New / Continuation) Grant Project Summary:

The Summer Food Service Program (SFSP) is a seasonal program that operates in the summer months of June through August. Funded by the United States Department of Agriculture (USDA), the SFSP serves youth 18 years of age and under in the sites throughout San Francisco. Sites include summer camps, summer youth programs, church operated, SF Recreation and Parks and housing porject programs. The 1999 Summer Food Service Program will operate from June 14 to August 20.

7. Amount of Grant Funding Applied for: $564,098

8. Maximum Funding Amount Available: $950,000

9. Required Matching Funds? Yes: ___ No: x / Cash or In-kind? _____

If yes, list dollar amount and identify source of Matching Funds in Department Budget:

_____

10. Number of new positions created and funded: 39

11. If new positions are created, explain the disposition of employees once the grant ends?

Since the summer food program is seasonal, employees will be terminated when the program is over. The only exception will be the coordinator's position.

12. Are indirect costs eligible costs for this grant? Yes: ____ No: x

If yes, please identify the amount of $ in indirect costs? _____

13. Amount to be spent on contractual services: $465,600

14. a.) Will contractual services be put out to bid? No

b). If so, will contract services help to further the goals of the department's MBE/WBE requirements? _____

15. Is this likely to be a one-time or ongoing request for contracting out? One time

16. Term of Grant: Start-Date: 4/1/99 End-Date: 4/1/2000

17. Date Department Notified of Available Funds: March 1, 1999

18. Grant Application Due Date: May 3, 1999

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation):

Application Pending

20. Department Head Approval: Deborah Alvarez-Rodriguez Director

(Name) (Title)

(Signature)

Item 2 - File 99-0613

Department: Juvenile Probation Department (JPD)

Item: Resolution authorizing the Chief Probation Officer for the Juvenile Probation Department to apply for retroactively, accept and expend grant funds in the amount of $497,502 from the State of California Board of Corrections for the Repeat Offender Prevention Program and placing $397,502 on reserve pending selection of a contractor.

Grant Amount: $497,502

Grant Period: July 1, 1998 – June 14, 2000 (See Comment No. 2)

Source of Funds: State of California Board of Corrections

Description: The subject grant would support the implementation of the pilot Repeat Offender Prevention Program (ROPP) by the Juvenile Probation Department. The State Budget Act of 1996-97 established funding for the ROPP under the authority of the State Board of Corrections. According to Ms. Yalon of the Juvenile Probation Department, six other counties within the State have provided ROPPs since that time. In 1998, the State's Welfare and Institution Code (Sections 743 and 749) was amended to include the City and County of San Francisco as an eligible provider of a ROPP as of July 1, 1998.

According to Ms. Yalon, eligible providers must first receive State approval of an ROPP implementation plan before grant funds would be made available. On December 21, 1998, the JPD submitted a ROPP implementation plan to the State in application for the subject grant money. This implementation plan and associated grant funding was approved by the State on January 21, 1999. According to Ms. Yalon, JPD proceeded with this grant application procedure before obtaining Board approval in order to meet departmental deadlines.

Ms. Yalon explained that the ROPP is expected to begin operating seven days per week on June 15, 1999 with

operations to cease on June 30, 2001, even though grant period is from July 1, 1998 through October 1, 2001. The remaining three months of the grant period would be used by JPD to prepare and submit a program evaluation report to the State Board of Corrections per the grant agreement.

Ms. Yalon also explained that the ROPP is designed to provide comprehensive family empowerment services for first-time juvenile offenders and their families who reside in San Francisco. Key program elements would include a school-based curriculum, community and family activities, fine arts events, and program outreach activities. The purpose of the ROPP would be to identify and provide services to youth at high risk of becoming repeat offenders while on probation for the first time. The ROPP would be operated collaboratively with in-kind resources provided by the San Francisco Unified School District (SFUSD), the Department of Public Health Community Mental Health Services (CMHS), the Department of Human Services (DHS), and a community-based provider organization to be determined through an RFP process coordinated by JPD.

No. of Persons Served:

30 children per year under 15 years of age

Budget:

A summary budget provided by the Juvenile Probation Department is as follows:

Clerical Support Staff (1 FTE)	$126,636
Travel & Per Diem	4,002
Professional Consultant Services	317,115
Administrative Overhead	49,749
TOTAL	$497,502

Attachment I, provided by the Juvenile Probation Department, contains the budget details to support this budget of $497,502.

Required Match:

None required. However, due to the collaborative nature of the program, it's estimated that in-kind resources totaling $669,287 will be expended over the course of this project's operations (June 1999 through June 2001).

These in-kind resources will be provided by the Juvenile Probation Department, the San Francisco Unified School District, DHS, CMHS, and JPD. Attachment II, provided by the Department, lists the in-kind funds to be provided by each of these agencies and departments. These in-kind resources are to be funded in the annual budgets of each of the respective agencies and departments.

Indirect Costs: $49,749

Comments:

1. JPD has requested that $397,502 of the total grant amount be placed on reserve pending selection of contractors and submission of contract cost details. This reserve has already been provided for in the proposed resolution.

2. As noted above, according to Ms. Yalon, the ROPP would operate from June 15, 1999 to June 30, 2001 and, per the grant agreement, JPD would submit a program evaluation report to the State Board of Corrections by October 1, 2001. However, the resolution, as submitted, lists the grant period ending date as June 14, 2000 instead of October 1, 2001. Therefore, the resolution should be amended to reflect the correct grant ending date for the ROPP.

3. Grant monies for the Repeat Offender Prevention Program would be disbursed by the State to the Juvenile Probation Department on a reimbursement basis for actual costs incurred.

4. The JPD and the State Board of Corrections entered into a contract dated July 1, 1998 in which JPD agrees to:

(a) Submit written progress and evaluation reports on all project activities as directed by the State Board of Corrections;

(b) Comply with all requirements contained in the State Board of Corrections' Repeat Offender Prevention Project Contract Administration Policies and Procedures Manual and standard Audit Requirements;

(c) Implement and operate its Repeat Offender Prevention Project in compliance with the statutory requirements contained in Sections 743-749 of the

Welfare and Institutions Code of the State of California; and

(d) Hold 10% of the grant funding ($49,749) until the end of the project and submittal and approval of all State-requested program evaluation documentation.

5. Attachment III is a copy of the Grant Application Information Form, as provided by JPD.

6. A copy of the Disability Access Checklist is on file with the Clerk of the Board.

Recommendations:

1. In accordance with Comment No. 2 above, amend the proposed resolution to reflect the correct grant ending date of October 1, 2001 instead of June 14, 2000.

2. Approve the proposed legislation as amended.

ROPP Line Item Budget

Category	Activity	Justification	FY 98-99	FY 99-00	FY 00-01	Program Total
County Staff	Clerical Support Staff	These additional services will supplant the department's General fund Sr. Clerk Typist 1 FTE @ $20.21/hr. * 2088 hr. = $42,212	$42,212	$42,212	$42,212	$126,636
Travel and Per Diem	Three Mandatory ROPP Program Meetings in LA for two POs.	ROPP 3 one day Mandatory meetings in Los Angeles for 2 PO. Approximate Airfare for 1 PO for one round trip = $180.33 plus Meals & ground transit = $222.33 per trip X 2 participants = $444.66 * 3 trips = approx. $1,334 Annually	$1,334	$1,334	$1,334	$4,002
Professional Consultant services	Program Evaluation Component	The total cost of the evaluation component is approximately $100,000 annually. This is the contractual cost of the contractor to be used by modifying an existing contract	$100,000	$100,000	$100,000	$300,000
Other	Misc. Materials and Supplies	Anticipated office supplies for additional workload at out-stationed sites	$5,705	$5,705	$5,705	$17,115
Administration Overhead	Rental and bring to code Program Site yet to be selected	This is the maximum allowed under the contract is 10% for overhead. The Department expects to expend funds on construction for code compliance . Approximately $16,583 Annually	$16,583	$16,583	$16,583	$49,749
Program Total			$165,834	$165834	$165,834	Grant Grand Total $497,502

Proposed
Agency In-Kind Contribution for the
Repeat Offender Prevention Program

Providing Agency	Positions(s) FTE	Dollars	Responsibilities
San Francisco Unified School District			
	Classroom Teachers (2 FTE)	$66,280	
	Paraprofessionals (2 FTE)	$57,000	
	Special Education Teacher (1 FTE)	$43,100	
Agency In-kind Total		$166,380	
Community Mental Health Services, Children Division			
	Social Worker (1 FTE)	$37,296	
	Psychiatrist (1 FTE)	$84,772	
	Psychologist (1 FTE)	$57,968	
	Psychiatric Technician (1 FTE)	$42,334	
	Child Crisis Worker (1 FTE)	$45,831	
	Activities Therapist (1 FTE)	$41,159	
Agency In-kind Total		$309,360	
Department of Human Services			
	Social Workers (2 FTE)	$74,592	
Agency In-kind Total		$74,592	
Juvenile Probation Department.			
	Senior Probation Officer (1 FTE)	$49,563	
	Probation Officers (2 FTE)	$69,392	
Agency In-kind Total		$118,955	
Agency In-kind Grand Total		$669,287	

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: **The Board of Supervisors**
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Juvenile Probation Department
2. Contact Person: Ms. Nancy Yalon
3. Project Title: Repeat Offenders Prevention Project
4. Grant Source Agency: State of California, Board of Corrections
5. Type of Funds: __ Federal __ Federal-State (Pass-Through) _X_ State __ Local __ Private
6. Proposed (New ?Continuation) Grant Project Summary: The purpose of the Repeat Offender Prevention Project is to develop and implement a cost-effective multi-agency, multi-disciplinary program that targets first-time offenders having the greatest potential of becoming chronic, repeat Offenders. This target population enters a program with the following design components:
    - Youth and Family Focus
    - Multi-disciplinary team assessment
    - Formal case and service planning and
    - "Wrap-around approach of integrated service delivery.
7. Amount of Grant Funding Applied for: $497.502
8. Maximum Funding Amount Available: $497.502
9. Required Matching Funds? Yes: ___ No: _X_ / Cash or In-kind? _____
   If yes, list dollar amount and identify source of Matching Funds in Department Budget:

   This collabrative effort utilizes the in-kind resources of JPD SFUSD, DHS, CMHS. In-kind funds allocated to the project are estimated to be $818,139 over three years.

10. Number of new positions created and funded: N/A
11. If new positions are created, explain the disposition of employees once grant ends?

    _____

    _____

12. Are indirect costs eligible costs for this grant? Yes: X No: ____

If yes, please identify the amount of $ in indirect costs? $49.749

13. Amount to be spent on contractual services: $317.115

14. a.) Will contractual service be put out to bid? An RFP will be issued for the program component of the project. the evaluation will be covered by modifying an existing contract.

b.) If so, will contract services help to further the goals of the Department's MBE/WBE requirements? The evaluation contractor fullfills the MBE requirements established by the Human Rights Commission and is certified as such. The Department actively seeks bids from contractors the meet the MBE/WBE requirements

15. Is this likely to be a one-time or ongoing request for contracting out? This is a one time request

16. Term of Grant: Start-Date: July 1. 1998 End-Date: October 1. 2001

17. Date Department Notified of Available Funds: January 21. 1999

18. Grant Application Due Date: December 21. 1998

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation):

See Attachment "A"

20. Department Head Approval: Jesse E. Williams. Jr. . Chief Probation Officer
(Name) (Title)

Jesse E. Williams Jr. 4/97
(Signature)

Item 3 - File 99-0614

Department: Department of Human Services (DHS)

Item: Resolution authorizing the Department of Human Services (DHS) to retroactively, apply for, accept and expend a Stewart B. McKinney Supportive Housing Program grant in a total amount not to exceed $9,926,979 over a five year period from the U.S Department of Housing and Urban Development.

Grant Amount: Not to exceed $9,926,979

Grant Period: Two to five years depending on the specific project and to begin sometime before the end of December 1999.

Source of Funds: United States Department of Housing and Urban Development (HUD)

Description: The City and County of San Francisco was recently awarded two grants totaling $9,926,979 for its 1998 Homeless Assistance Continuum of Care from the U.S. Department of Housing and Urban Development's Stewart B. McKinney Supportive Housing Program (SHP). The SHP is designed to promote the development of supportive services and housing to assist homeless persons in the transition from homelessness to living as independently as possible. The Stewart B. McKinney Supportive Housing Program (SHP) is authorized by Title IV of the Stewart B. McKinney Homeless Assistance Act (the McKinney Act) (42 U.S.C. 11381-11389).

The supportive services and housing projects to be funded by the subject grant consist of two renewal and seven new projects designed to reduce homelessness in San Francisco. The two renewal projects include: (1) Private Industry Council's Homeless Employment Collaborative; and (2) Catholic Charities' Child Care Voucher Program. The seven new projects include: (1) Tenderloin Child Care Center of Compass Community Services, (2) Friendship House Expansion, (3) Episcopal Community Services' Supportive Housing Employment Collaborative, (4) Young Community Developers' Homeless Employment Labor Program, (5) Catholic Charities' Treasure Island Family

Housing, (6) Catholic Charities' Services for Treasure Island Families, and (7) Episcopal Community Services. Of these seven new projects, two are designated for facility rehabilitation funding only (Tenderloin Child Care Center, Friendship House Expansion). The remaining five non-profit contractors would provide housing and supportive services to homeless individuals and families. Supportive services would include employment and vocational training, job placement and retention services, literacy skills, and clinical counseling.

No. of Persons Served:

The nine projects will serve an estimated 2,005 homeless individuals over the next five years.

Budget:

Attachment I, provided by DHS, lists each non-profit contractor that would receive grant funds, the amount of grant funding to be allocated to them, the services they intend to provide, and the estimated number of individuals to be served.

Required Match:

$800,000 cash match. HUD only requires a cash match for rehabilitation or new construction projects, which would include the Tenderloin Child Care Center of Compass Community Services and the Friendship House Expansion. Each of these two projects must meet the required match of $400,000 cash for a total match of $800,000. In addition, the two Shelter Plus Care projects (Catholic Charities' Treasure Island Family Housing and Episcopal Community Services) require a "value of service" match, whereby each project needs to provide a match of "companion services".

Attachment II, provided by DHS, identifies the funding sources for the required cash match of $800,000 as well as the "companion services" sources and associated funding. As shown in Attachment II, the Tenderloin Child Care Center of Compass Community Services will actually receive a $1,000,000 cash contribution which will exceed the required $400,000 cash match.

Indirect Costs:

The McKinney Supportive Housing Program grant does not allow for the provision of indirect costs.

Comments:

1. According to Ms. Davenport, the Department applied for this grant funding prior to receiving Board approval due to a short grant application notice from the Supportive Housing Program.

2. Attachment III is the Grant Application Information Form as prepared by the Department of Human Services.

3. A copy of the Disability Access Checklist is on file with the Clerk of the Board.

Recommendation: Approve the proposed resolution.

1998 McKinney Project Summaries

1) Private Industry Council's Homeless Employment Collaborative (HEC) **RENEWAL is funded for two years and will serve 1000 homeless persons over the grant term.** The project is a collaborative of 13 community-based agencies who work together to advocate for the employment needs of the homeless. Services include Job Training, Job Placement and Retention, Case Management, Basic Remedial Skills and Life Skills Training.
Award Amount: $2,060,000

2) Catholic Charities' Child Care Voucher Program **RENEWAL is funded for two years and will serve 134 homeless children and their families over the grant term.** Child care vouchers enable parents to seek educational, vocational and employment opportunities. Over 70% of the families in the program participate in the HEC project described above.
Award Amount: $1,198,145

3) Tenderloin Child Care Center is a grant for rehabilitation funding only. The project will provide another 12 child care slots per year to homeless families and their children. The project is located at 144 Leavenworth Street and has a projected completion date of January 2000. The Mayor's Office of Community Development will provide extensive oversight of the development of this project. **12 homeless children will be served yearly.**
Award Amount: $420,000

4) Friendship House Expansion is also awarded for rehabilitation funding only. The project is an expansion of residential treatment services for homeless individuals with substance abuse and addiction. The expansion adds another 50 treatment beds to the system of care available to homeless individuals. **We estimate that approximately 160 homeless individuals will be served by having the additional treatment beds.**
Award Amount: $420,000

5) Episcopal Community Services' Supportive Housing Employment Collaborative is funded for three years to provide employment and vocational training to homeless disabled adults. **Some 300 tenants currently living in supportive housing developments will receive extensive job training, workplace literacy skills and career building courses.**
Award Amount: $411,600

6) Young Community Developers' Homeless Employment Labor Program (HELP) is funded for two years to provide employment preparation skills, occupation-specific skills, and job placement and retention services to 225 homeless individuals in Bayview Hunters Point in the Southeast sector of San Francisco.
Award Amount: $308,700

7) Catholic Charities' Treasure Island Family Housing is a permanent housing project funded through the Shelter Plus Care Program of the HUD's Supportive Housing Program. Project #8 (listed below) is the companion project, which services families placed in this housing. **The grant provides and rental subsidies for 37 units of family housing on Treasure Island, consisting of 2, 3 and 4 bedrooms.**
Award Amount: $2,981,340

8) Catholic Charities' Services for Treasure Island Families: this is a companion project to the Shelter Plus Care 37 unit project described above. This project is considered a cash match for the Catholic Charities 37-unit family housing project described above. **The project will provide long-term clinical counseling, peer counseling, and other independent living services to the 37 families living on Treasure Island.**
Award Amount: $863,054

9) Episcopal Community Services: this permanent housing project located at 165—8th street is funded through the Shelter Plus Care Program of HUD's Support Housing Program. It consists of 15 units (seven two-bedrooms, seven three-bedroom units, and one four-bedroom unit). **The units will house 15 families (66 individuals) at any one time and 31 families (137 individuals) over five years.**
Award Amount: $1,264,140

A total of approximately 2,005 individuals will be served over the various grant terms for all of the projects.

STATEMENT OF

SERVICES AND CASH MATCH

The two projects funded for rehabilitation only requires a dollar for dollar cash match. Below is information on how each project meets this requirement:

Tenderloin Child Care Center of Compass Community Services: Matching dollars of $400,000 are required for this project. A commitment letter from the Mariam and Peter Haas Fund supports the project match. (See attached letter)

Friendship House Expansion: Matching dollars of $400,000 are required for this project. The project match is supported by a conditional commitment from the Mayor's Office on Housing for an amount up to $400,000. (See attached letter).

The two Shelter Plus Care Projects below require a "value of service" match. This means each project should match the project with "companion services" to support the project. This match can be supported by other services leverage against the project to help complete a menu of services to the targeted population.

The Catholic Charities Treasure Island Family Housing: matching service dollars of $2,981,340 are required for this project over a five-year period. This match is supported by 1) the Catholic Charities Services Project funding as a companion to this project in the year's award for $863,054 as well as the Catholic Charities Child Care Voucher Renewal indicated in this year's resolution for $$1,198,145. The value of these services is what HUD requires as a match.

Episcopal Community Services: The value of matching services dollars is required of $1,264,140 over a five-year period. The match is supported by other services administered by Episcopal. These are 1) the Skills Center for Adult Education, Training and Employment, 2) Cannon Kip Senior Center, 3) the CHEFS program. These services are funded by various HUD grants. Collaborative relationships with agencies providing mental health substance abuse and HIV/AIDS services including Baker Places, Conard House and Lion Martin Women's Health Services.

Miriam and Peter Haas Fund

Miriam L. Haas, President
Peter E. Haas, Vice President

April 2, 1998

Kathy Taylor Gaubatz
Executive Director
Compass Community Services
942 Market Street, 6th Floor
San Francisco, CA 94102-4008

Dear Kathy,

On behalf of the trustees of the Miriam and Peter Haas Fund, we are pleased to pledge $1,000,000 toward a new building for the Tenderloin Child Care Center. This grant is contingent upon Compass Community Services raising additional funds in an amount that is sufficient to meet the total development costs for the project but not to exceed $2,500,000.

During our work with you over the past two years, we have been repeatedly impressed by the staff and program quality offered at TLC. The new building will provide a much needed new and "appropriate" physical space that will enable 72 very deserving children to benefit from Compass' important services.

We look forward to our continued partnership as you move forward on this very important project.

Sincerely,

Susan

Susan Hirsch
Executive Director

MAYOR'S OFFICE OF HOUSING
CITY AND COUNTY OF SAN FRANCISCO

WILLIE LEWIS BROWN, JR.
MAYOR

MARCIA ROSEN
DIRECTOR

July 16, 1998

Steven Sachs, Director
Community Planning and Development
U.S. Department of Housing and Urban Development
450 Golden Gate Avenue
San Francisco, CA 94102

RE: Friendship House McKinney Supportive Housing application

Dear Mr. Sachs:

If the Friendship House project is funded under the McKinney Program, the Mayor's Office of Housing will provide at least $400,000 in capital and acquisition related costs of the project. This funding will be conditional on the project satisfying our standard funding criteria and the approval of the Mayor.

Sincerely,

Joel Lipski
Housing Development Manager

25 VAN NESS AVENUE, SUITE 600 • SAN FRANCISCO, CALIFORNIA 94102 • (415) 252-3177 • FAX (415) 252-3140
TDD (415) 252-3107

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: **The Board of Supervisors**
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: DEPARTMENT OF HUMAN SERVICES

2. Contact Person: Bonita Davenport Telephone: 558-1810

3. Project Title: 1998 Continuum of Care Homeless Assistance McKinney Awards

4. Grant Source Agency: U.S. Department of Housing and Urban Development's Supportive Housing Program

5. Type of Funds: XX Federal (Pass-Through) __ State __ Local __ Private

6. Proposed (New / Continuation) Grant Project Summary:

The City and County of San Francisco submitted a consolidated application to the U.S. Department of Housing and Urban Developments Supportive Housing Program in August of 1998. The total request was for $25,034,174 and contained 31 projects designed to meet the critical needs of the homeless population in San Francisco. **The award letter from HUD, dated December 23, 1998, informs the City and County of San Francisco on the selection of 9 projects totaling $9,926,979** (see attached letter). The award will fund the continuation of 2 projects in the City's Continuum of Care totaling $3,258,145 and another 7 new projects totaling $6,668,835, which expands the system of care and housing to homeless individuals and families in San Francisco.

Project Summaries

1) Private Industry Council's Homeless Employment Collaborative (HEC) **RENEWAL** is funded for two years and will serve 1000 homeless persons over the grant term. The project is a collaborative of 13 community-based agencies who work together to advocate for the employment needs of the homeless. Services include Job Training, Job Placement and Retention, Case Management, Basic Remedial Skills and Life Skills Training.

2) Catholic Charities' Child Care Voucher Program **RENEWAL** is funded for two years and will serve 134 homeless children and their families over the grant term. Child care vouchers enable parents to seek educational, vocational and employment opportunities. Over 70% of the families in the program participate in the HEC project described above.

3) Tenderloin Child Care Center is a grant for rehabilitation funding only. The project will provide another 12 child care slots per year to homeless families and their children. The

project is located at 144 Leavenworth Street and has a projected completion date of January 2000. The Mayor's Office of Community Development will provide extensive oversight of the development of this project.

4) Friendship House Expansion is also awarded for rehabilitation funding only. The project is an expansion of residential treatment services for homeless individuals with substance abuse and addiction. The expansion adds another 50 treatment beds to the system of care available to homeless individuals.

5) Episcopal Community Services' Supportive Housing Employment Collaborative is funded for three years to provide employment and vocational training to homeless disabled adults. Some 300 tenants currently living in supportive housing developments will receive extensive job training, workplace literacy skills and career building courses.

6) Young Community Developers' Homeless Employment Labor Program (HELP) is funded for two years to provide employment preparation skills, occupation-specific skills, and job placement and retention services to homeless individuals in Bayview Hunters Point in the Southeast sector of San Francisco.

7) Catholic Charities' Treasure Island Family Housing is a permanent housing project funded through the Shelter Plus Care Program of the HUD's Supportive Housing Program. The grant provides and additional 37 units of family housing on Treasure Island, consisting of 2, 3 and 4 bedrooms.

8) Catholic Charities' Services for Treasure Island Families: this is a companion project to the Shelter Plus Care 37 unit project described above. The project will provide long-term clinical counseling, peer counseling, and other independent living services to families living on Treasure Island.

9) Episcopal Community Services: this permanent housing project located at 165—8th street is funded through the Shelter Plus Care Program of HUD's Support Housing Program. It consists of 15 units (seven two-bedrooms, seven three-bedroom units, and one four-bedroom unit). Homeless families placed in housing will receive on-site independent living supportive services.

7. Amount of Grant Funding Applied for: $25,034,174

8. Maximum Funding Amount Available: $9,926,979

9. Required Matching Funds? Yes: XX No: ___ / Cash or In-kind?

a. A cash match is required for the two rehabilitation awards (Tenderloin Child Care and Friendship House) a total match of $800,000 (400,000 for each project). Both projects have demonstrated a cash match through private and public dollars.

b. The two Shelter Plus Care Projects require a dollar for dollar match. The match is attained through a 1996 SHP Grant to the sponsor and each sponsor has show matching private dollars.

10. Number of new positions created and funded: No new city positions funded.

11. If new positions are created, explain the disposition of employees once the grant ends?

_____

_____

_____

12. Are indirect costs eligible costs for this grant? Yes: ____ No: XX

If yes, please identify the amount of $ in indirect costs?_____

13. Amount to spent on contractual services: $9.926.979

14. a.) Will contractual services be put out to bid? No

b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? _____

_____

_____

15. Is this likely to be a one-time or ongoing request for contracting out? N/A

16. Term of Grant: Varies Start-Date: Each project is projected to begin before 12/1/99.
End-Date: Grants were awarded on 1. 2 and 3 year terms.

17. Date Department Notified of Available Funds: May 1998.

18. Grant Application Due Date: The Consolidated Grant was due in Washington D.C. by August 4, 1998.

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation):

20. Department Head Approval: Signature By:

Will Lightbourne, Executive Director

Date: 3/5/99

Item 4 – File 99-0662

Department: Department of Human Services (DHS)

Item: Resolution authorizing the Department of Human Services to retroactively accept and expend State General Funds in the amount of $137,779 through the execution of a contract with the State of California Department of Education for participation by the City and County in the State's Child Care and Development Program for the Fiscal Year 1998-1999.

Grant Amount: $137,779

Grant Period: July 1, 1998 through June 30, 1999 (one year). See Comment No. 1.

Source of Funds: State of California Department of Education

Project: Child Care and Development Program

Description: The proposed grant amount of $137,779 paid by the State of California Department of Education to DHS is one of three State grants that funds the Child Care and Development Program. The program subsidizes the child care costs for at-risk or low-income families whose child care is provided by State-certified child care centers and family day care homes, or license-exempt in-home child care settings. The State Community Care Board, which licenses child care facilities, does not require licensing for those facilities where the provider cares for the children of up to two families. Attachment I provided by DHS shows the regional market rates for child care in California for these three types of child care facilities. For example, the $1010.79 on Attachment I represents the highest amount that would be paid to a Child Care Center as the total family contribution and program subsidy per month to provide full-time child care for a child under two years of age. The program allows low-income parents to work or attend a vocational training program without the threat of family disruptions due to loss of housing or family separation due to juvenile court intervention.

Child Welfare workers refer at-risk families and CalWorks workers refer low-income families to the Child Care and Development Program. Eligibility and the family's contribution are determined by family size and income as shown on Attachment II provided by DHS. For example, $3,134 on Attachment II is 50 percent of the State median income for a family of 12, which represents the maximum monthly income for a family of 12 in order for that family to receive a child care subsidy for full-time care that leaves a $2.00 per family per day co-payment. Additionally, Attachment II shows that a family of 12 that earns more than $4,701 per month, or 75 percent of the State median income, would not qualify to receive a child care subsidy.

The amount of the child care subsidy depends on the number of children per family and the type and amount of child care. According to Mr. Joseph Huang of DHS, the average subsidy per month per child provided by the Child Care and Development Program is $460, and is based on FY 1997-98 figures. Therefore, the proposed grant, which would be used entirely to fund child care subsidies, would pay for child care subsidies for approximately 25 children per month for the 12-month grant period.

Required Match: None.

Indirect Costs: None.

Comment:

1. According to Mr. Huang, funds have already been accepted and expended for the Child Care and Development Program. Mr. Huang explains that DHS was notified on June 1, 1998 that the proposed grant funds of $137,779 were awarded, not allowing enough time to obtain Board of Supervisors approval to accept and expend the proposed grant prior to the commencement of the grant period on July 1, 1998. Therefore, the proposed resolution provides for retroactivity.

2. No new positions would be created as a result of this grant, according to Mr. Huang. The administration of the Child Care and Development Program is conducted by an

existing 2912 Social Worker who already coordinates DHS activities related to child care.

3. Attachment III provided by DHS is the Grant Application Information Form.

4. DHS has prepared a Disability Access Checklist for the proposed grant, which is on file with the Clerk of the Board of Supervisors.

Recommendation: Approve the proposed resolution.

SAN FRANCISCO

ATTACHMENT I

Page 1 of 1

1998 REGIONAL MARKET RATE CEILINGS
FOR CALIFORNIA CHILD CARE PROVIDERS
1.5 STANDARD DEVIATIONS ABOVE THE MEAN

CHILD CARE CENTERS	HOURLY	DAILY	WEEKLY	MONTHLY
FT UNDER 2 YRS.	.	$41.61	$208.93	$1010.79
PT UNDER 2 YRS.	$6.31	$40.66	$159.14	$767.46
FT 2-5 YRS.	$4.49	$28.26	$149.90	$723.31
PT 2-5 YRS.	$5.29	$33.04	$111.40	$573.93
FT 6 + YRS.	$3.88	$32.80	$142.71	$617.56
PT 6 + YRS.	$4.56	$18.57	$93.94	$364.48

FAMILY DAY CARE HOMES	HOURLY	DAILY	WEEKLY	MONTHLY
FT UNDER 2 YRS.	$4.33	$42.96	$172.49	$746.41
PT UNDER 2 YRS.	$6.23	$47.57	$129.36	$542.10
FT 2-5 YRS.	$4.40	$41.64	$162.73	$703.80
PT 2-5 YRS.	$6.22	$46.78	$111.40	$541.07
FT 6 + YRS.	$4.63	$35.53	$133.98	$581.11
PT 6 + YRS.	$5.81	$26.31	$93.94	$505.65

IN-HOME/EXEMPT	HOURLY	DAILY	WEEKLY	MONTHLY
FT UNDER 2 YRS.	$3.90	$38.67	$155.03	$671.98
PT UNDER 2 YRS.	$3.45	*	*	*
FT 2-5 YRS.	$3.96	$37.38	$145.30	$633.47
PT 2-5 YRS.	$3.25	*	*	*
FT 6 + YRS.	$4.17	$31.98	$120.64	$523.10
PT 6 + YRS.	$2.68	*	*	*

. =FEWER THAN THREE PROVIDERS
* =HOURLY REIMBURSEMENT ONLY FOR IN-HOME/EXEMPT

Family Fee Schedule

Family Pays			Family Size and Income Level										
Hourly*	Part-time Daily*	Full-time Daily*	1-2	3	4	5	6	7	8	9	10	11	12
0.20	1.00	2.00	1755	1881	2090	2424	2758	2821	2884	2946	3009	3072	3134
0.25	1.25	2.50	1825	1956	2173	2521	2868	2934	2999	3064	3129	3194	3260
0.30	1.50	3.00	1896	2031	2257	2618	2979	3046	3114	3182	3250	3317	3385
0.35	1.75	3.50	1966	2106	2340	2715	3089	3159	3230	3300	3370	3440	3510
0.40	2.00	4.00	2036	2181	2424	2812	3199	3272	3345	3418	3490	3563	3636
0.45	2.25	4.50	2106	2257	2507	2909	3310	3385	3460	3535	3611	3686	3761
0.53	2.63	5.25	2176	2332	2591	3006	3420	3498	3576	3653	3731	3809	3886
0.60	3.00	6.00	2247	2407	2675	3102	3530	3611	3691	3771	3851	3932	4012
0.68	3.38	6.75	2317	2482	2758	3199	3641	3723	3806	3889	3972	4054	4137
0.75	3.75	7.50	2387	2558	2842	3296	3751	3836	3922	4007	4092	4177	4263
0.83	4.13	8.25	2457	2633	2925	3393	3861	3949	4037	4125	4212	4300	4388
0.90	4.50	9.00	2527	2708	3009	3490	3972	4062	4152	4243	4333	4423	4513
0.98	4.88	9.75	2598	2783	3092	3587	4082	4175	4268	4360	4453	4546	4639
1.01	5.05	10.10	2633	2821	3134	3636	4137	4231	4325	4419	4513	4607	4701

The following is applicable only to children in families that are identified as "Grandfathered"

1.01	5.05	10.10	2634	2822	3135	3637	4138	4232	4326	4420	4514	4608	4702
1.05	5.25	10.50	2668	2858	3176	3684	4192	4288	4383	4478	4573	4669	4764
1.16	5.80	11.60	2738	2934	3260	3781	4303	4400	4498	4596	4694	4792	4889
1.27	6.35	12.70	2808	3009	3343	3878	4413	4513	4614	4714	4814	4915	5015
1.38	6.90	13.80	2878	3084	3427	3975	4523	4626	4729	4832	4935	5037	5140
1.49	7.45	14.90	2949	3159	3510	4072	4634	4739	4844	4950	5055	5160	5266
1.60	8.00	16.00	3019	3235	3594	4169	4744	4852	4960	5067	5175	5283	5391
1.71	8.55	17.10	3089	3310	3678	4266	4854	4965	5075	5185	5296	5406	5516
1.82	9.10	18.20	3159	3385	3761	4363	4965	5077	5190	5303	5416	5529	5642
1.93	9.65	19.30	3230	3460	3845	4460	5075	5190	5306	5421	5536	5652	5767
2.04	10.20	20.40	3300	3535	3928	4557	5185	5303	5421	5539	5657	5775	5892
2.15	10.75	21.50	3370	3611	4012	4654	5296	5416	5536	5657	5777	5897	6018
2.26	11.30	22.60	3440	3686	4095	4751	5406	5529	5652	5775	5897	6020	6143
2.36	11.82	23.63	3510	3761	4179	4848	5516	5642	5767	5892	6018	6143	6269

NOTE: We caution you to not use this schedule until the person utilizing this material has received training and understands all of the material presented in the body of Management Bulletin 98-19. We further suggest that the Bulletin not be separated from this Family Fee Schedule.

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: **The Board of Supervisors**
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Human Services
2. Contact Person: Joseph Huang Telephone: (415) 557-5181
3. Project Title: Child Care and Development Program (Alternative Payments)
4. Grant Source Agency: California Department of Education
5. Type of Fund: __ Fed __ Fed-State (Pass-through) X State __ Local __ Private
6. Proposed Grant Project Summary: These funds will be received and administered by DHS's Child Care and Development Program in the form of child care subsidies to be used for eligible families timing off of CALWORKS transitional child care.
7. Amount of Grant Funding Applied for: $137,779
8. Maximum Funding Amount Available: $137,779
9. Required Matching Funds? $0
   If yes, list dollar amount and identify source of Matching Funds in Department Budget: N/A
10. Number of new positions created and funded: 0, position already existing
11. If new positions are created, explain the disposition of employees once the grant ends? N/A, this contract utilized a 2912 Social Worker who already administers CDE funds for child care and additional County funds for child care.

12. Are indirect costs eligible costs for this grant? No

13. Amount to be spent on contractual services: $0, administered by DHS

14. a.) Will Contracted Services be put out to bid? N/A (See #13 above)

    b.) If so, will contract services help to further the goals of the Department's MBE/WBE requirements? N/A

15. Is this likely to be a one-time or ongoing request for contracting out? N/A

16. Term of Grant: 7/1/98 – 6/30/99

17. Date Department Notified of Available Funds: 6/1/98

18. Grant Application Due Date: As soon as approved.

19. Grant Funding Guidelines and Options (selected from RFP, Grant Announcement or appropriations legislation): See attached funding terms and conditions.

20. Department Head Approval: Will Lightbourne (Name) Executive Director (Title)

(Signature)

Item 6 – File 98-2076

Note: This item was continued by the Housing and Social Policy Committee at its meeting of April 6, 1999. This report is based on an Amendment of the Whole that was presented at the April 6, 1999 meeting of the Housing and Social Policy Committee.

Department: Police Department
Department of Public Works

Item: Ordinance (1) amending Part II, Chapter VIII of the San Francisco Municipal Code (Police Code) by repealing Article X, Sections 675 through 679, 685 and Article XIV, Sections 975 through 984; and (2) amending Part II, Chapter X of the San Francisco Municipal Code (Public Works Code) by adding (a) Article 5.6, Sections 184.56 through 184.68 to regulate the posting of signs on commercial and non-commercial streets and to establish a registration fee for persons seeking to post more than 25 signs in the City and (b) Article 5.7, Sections 184.69 through 184.78 to regulate the distribution of handbills on private premises and the display of banners and to establish a registration fee for persons seeking to distribute handbills on private premises.

Description: Currently, Article X of the Police Code contains the rules and regulations governing the posting of signs on streets and Article XIV of the Police Code contains the rules and regulations governing the distribution of handbills. The Police Code currently does not contain rules or regulations governing the display of banners.

According to Mr. Mario Kashou of the City Attorney's Office, although the rules and regulations governing the posting of signs on streets and the distribution of handbills are codified in the Police Code, currently both the Police Department and the Department of Public Works (DPW) are responsible for enforcing them. However, according to Mr. Scott Shaw of the DPW, the Police Department does not have the resources to enforce the above-noted rules and regulations. Instead DPW staff remove signs and handbills that violate such rules and regulations. Mr. Kashou states that if the proposed ordinance is approved, the Police Code and the Public Works Code would be amended to reflect the DPW's actual enforcement of the rules and regulations governing the posting of signs and the distribution of handbills.

Specifically, the proposed ordinance would relocate the rules and regulations governing the posting of signs on streets and the distribution of handbills from Articles X and XIV of the Police Code to new Articles 5.6 and 5.7 of the Public Works Code.

The proposed ordinance would authorize the following actions:

(1) Repeal Sections 675 through 679 and 685 of Article X of the Police Code as well as Sections 975 through 984 of Article XIV of the Police Code.

(2) Amend Part II, Chapter X of Public Works Code by adding (a) Article 5.6, Sections 184.56 through 184.68 to regulate the posting of signs on commercial and non-commercial streets and to establish a registration fee for persons seeking to post more than 25 signs in the City and (b) Article 5.7, Sections 184.69 through 184.78 to regulate the distribution of handbills on private premises and the display of banners and to establish a registration fee for persons seeking to distribute handbills on private premises.

A summary of the major amendments to the rules and regulations governing the posting of signs on streets and the distribution of handbills is as follows:

Currently, Section 675 of the Police Code prohibits the posting of signs on any street in the City with glue or any other adhesive substance except tape.

The proposed ordinance would authorize the posting of signs greater than 11 inches in height on commercial streets with only non-adhesive material such as plastic wrap, string, twine and other non-metal banding material. Persons would no longer be able to use tape to post signs greater than 11 inches in height on commercial streets.

Section 675 of the Police Code also currently requires persons who post a sign on a lamp post or utility pole to remove such sign within 30 days of its posting date.

The proposed ordinance would extend the number of days for removal of signs from 30 days to 70 days after posting the signs.

In addition, Section 675 of the Police Code currently prohibits the posting of signs on any lamppost making up the "Market Street's Path of Gold," located on Market Street between Steuart and Castro Streets.

In addition to the above-noted prohibition on Market Street, the proposed ordinance would extend the prohibition on posting of signs on any lamppost located in the following areas:

(1) "Mission Street Corridor" located on Mission Street between 16th and 24th Streets;

(2) "Dragon Street Lanterns" located on Grant Street between Bush and Broadway Streets;

(3) "Embarcadero" located between King and Jefferson Streets;

(4) Fisherman's Wharf located between Hyde and Powell Streets;

(5) Moscone Center on Howard Street between 3rd and 4th Streets;

(6) United Nations Plaza, which is bounded by Geary Street to the south, Stockton Street to the east and Powell Street to the west;

(7) Mason Street from Market to Sutter Streets, Sutter Street from Mason to Kearny Streets, Kearny Street from Bush to Market Streets.

Section 675 of the Police Code currently prohibits both the posting of signs (1) greater than 11 inches in height and (2) at a height higher than 12 feet from the ground on non-commercial streets.

The proposed ordinance would require that signs greater than 11 inches in height be posted at least 8 feet from the ground on commercial streets.

Section 675 of the Police Code currently states that any person may remove a sign, which is not in compliance with the rules and regulations governing the posting of signs in the City.

The proposed ordinance states that a City employee or officer may remove a sign, which is not in compliance with the rules and regulations governing the posting of signs in the City. According to Mr. Kashou, this legislation explicitly authorizes only City employees or officers to remove signs, which are not in compliance with the rules and regulations governing the posting of signs in the City, but it does not prohibit any other person from removing such signs.

Furthermore, if a posted sign is in compliance with the rules and regulations governing the posting of signs in the City, no person may remove such sign except (1) a City employee or officer authorized to do so by the Director of Public Works and (2) the person who posted it.

Under the proposed ordinance, any person seeking to post more than 25 signs in the City must apply with the Director of Public Works for a registration number prior to posting such signs, unless the posting is in response to an emergency in which case the person has 72 hours after posting the signs to register with the DPW. The registration number would expire one year after the date of its issuance by the DPW. The fee would be $20 for obtaining a new registration number and $10 for renewing an existing registration number. The Director of Public Works would waive these registration fee requirements if the person seeking to post signs files an affidavit with the Director of Public Works, declaring that the person's inability to pay the fee would prevent the person from posting the signs. Currently, persons seeking to post signs are not required to register with the Director of Public Works or pay a fee for such registration.

According to the proposed ordinance, persons would be able to apply for a registration number with the Director of Public Works through a variety of means, including telephone, fax and e-mail. The Director of Public Works would be required to protect the confidentiality of the information provided in any application to post more than 25 signs in the City.

In addition, under the proposed ordinance, any person seeking to post more than 25 signs in the City must pay either a security deposit or apply for a performance bond with the Director of Public Works prior to posting such signs to cover DPW's cost of removing the signs if necessary. The security deposit would be $100 for posting 100 signs or less, $500 for more than 100 signs but less than 500 signs, and $1,000 for 500 signs or more. The amount of the performance bond would be determined by the Director of Public Works. According to the proposed ordinance, the Director of Public Works would waive the security deposit requirement if the person seeking to post signs files an affidavit with the Director of Public Works, declaring that the person's inability to pay the security deposit would prevent the person from posting the signs. The performance bond requirement cannot be waived. Currently, persons seeking to post signs are not required to pay either a security deposit or apply for a performance bond with the Director of Public Works prior to posting such signs.

Section 977 of the Police Code currently states that persons seeking to distribute handbills on private properties in the City must apply with the Chief of Police for a permit prior to distributing such handbills. The permit fee is determined by the Chief of Police.

Under the proposed ordinance, any person seeking to distribute handbills on private properties in the City must apply with the Director of Public Works for a registration number prior to distributing such handbills, unless the distribution is in response to an emergency in which case the person has 72 hours after distributing the handbills to register with the DPW. The registration number would expire one year after the date of its issuance by the DPW. The fee would be $20 for obtaining a new registration

number and $10 for renewing an existing registration number. The Director of Public Works would waive these registration fee requirements if the person seeking to distribute handbills files an affidavit with the Director of Public Works, declaring that the person's inability to pay the fee would prevent the person from distributing the handbills. Currently, persons seeking to distribute handbills are not required to register with the Director of Public Works or pay a fee prior to distributing such handbills.

According to the proposed ordinance, persons would be able to apply for a registration number with the Director of Public Works through a variety of means, including telephone, fax and e-mail. The Director of Public Works would be required to protect the confidentiality of the information provided in any application to distribute handbills on private property in the City.

Section 984 of the Police Code currently deems any person who violates any of the rules and regulations governing the distribution of handbills as guilty of a misdemeanor[1]. This section imposes a fine of not more than $100 or imprisonment for not more than 30 days or both on persons who are convicted of the misdemeanor.

The proposed ordinance would deem any person who violates any of the rules and regulations governing the distribution of handbills as guilty of an infraction[2] or a misdemeanor. Upon conviction of a violation of this Article, the person would be punished as follows:

- For the first offense, a fine of not less than $80 nor more than $100;
- For the second offense, a fine of not less than $150 nor more than $200;
- For each additional offense, a fine of not less than $300 nor more than $500; and

[1] A misdemeanor is a criminal offense punishable with a fine or imprisonment or both.
[2] An infraction is a breach of the rules punishable with a fine, but not imprisonment.

- For a misdemeanor, a fine of not more than $1,000 and imprisonment up to 6 months.

According to the proposed ordinance, the DPW would be authorized to adopt rules and regulations governing the display of banners, without further approval from the Board of Supervisors. As previously noted, currently there are no rules or regulations governing the display of banners.

Comments:

1. In the attached memorandum, provided by Mr. Shaw, referring to the proposed $20 registration fee and $10 renewal fee for posting signs on streets, Mr. Shaw states that "The Department of Public Works estimates that annual fees from candidates and measures registering to post signs could total anywhere between $120 - $7,000." Moreover, referring to the proposed registration fees and the proposed schedule of fines related to the distribution of handbills, Mr. Shaw states that "The Department has never enforced provisions related to handbills. Without past figures to draw from, we cannot provide an accurate estimate of future revenue from this source."

2. Also in the attached memorandum, referring to the DPW's cost of enforcing the proposed ordinance, Mr. Shaw states "Because our enforcement resources are limited and cover a wide area, it is likely that we would need additional resources in order to enforce the new ordinance on more than a complaint basis. We don't know what the demand would be and therefore aren't able to estimate the amount of resources. However, we anticipate an additional Environmental Control Officer will be needed. The annual labor cost with MFB for an Environmental Control Officer is $67,600."

Mr. Shaw advised the Budget Analyst that if the DPW should require the above-noted additional Environmental Control Officer to enforce the proposed ordinance, then DPW would seek funding for such position through a supplemental appropriation request to the Board of Supervisors.

Recommendation: Approval of the proposed ordinance is a policy matter for the Board of Supervisors.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
President Ammiano
Supervisor Brown
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Yaki
Supervisor Yee
Clerk of the Board
Controller
Gail Feldman
Matthew Hymel
Stephen Kawa
Ted Lakey

Date: 4/2/99
Sender: Scott Shaw
To: Gabriel Cabrera, Marcia deVaughn, John Busher
Priority: Urgent
Receipt requested
Subject: Revenue from new Sign Ordinance

Gabriel,

I believe this answers your questions. If not, please call me at 695-2013.

Scott Shaw

REGISTRATION FEES

What would we estimate the total amount for registration fee the Department would collect each year?

SIGNS:

The Department of Public Works estimates that annual fees received from candidates and measures registering to post signs could total anywhere between $120 - $7,000.

This wide range in anticipated revenue is based upon figures for 1997 and 1998. In 1997, there were six registrations; in 1998, there were 356.

Since we can neither control nor accurately anticipate the number of registrations, estimates of future fees received are necessarily open.

HANDBILLS:

The Department has never enforced provisions related to handbills. Without past figures to draw from, we cannot provide an accurate estimate of future revenue from this source.

What would you estimate the amount of fines the department would collect from the Handbill portion?

HANDBILLS:

The Department has never enforced provisions related to handbills. Without past figures to draw from, we cannot provide an accurate estimate of future revenue from this source.

Would the department require additional resources?

Because our enforcement resources are limited and cover a wide area, it is likely that we would need additional resources in order to enforce the new ordinance on more than a complaint basis. We don't know what the demand would be and therefore aren't able to estimate the amount of resources. However, we anticipate an additional Environmental Control Officer will be needed. The annual labor cost with MFB for an Environmental Control Officer is $ 67,600.

Bill Lunch (2)
Govt Information Ctr.
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94102-4689

City and County of San Francisco
Meeting Minutes
Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

Tuesday, May 04, 1999 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

Members Present: Mabel Teng, Sue Bierman, Alicia Becerril.

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MEETING CONVENED

The meeting convened at 10:04 a.m.

REGULAR AGENDA

990750 **[Grant - State]**

Mayor

Resolution authorizing the District Attorney of the City and County of San Francisco to retroactively apply for, accept and expend funds in the amount of $110,110 made available through the Office of Criminal Justice Planning for a project entitled "Violence Against Women Vertical Prosecution - Elder Abuse" for the period of March 1, 1999 through February 28, 2000; and waiving indirect costs due to funding constraints.

4/19/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

Heard in Committee. Speaker: Teresa Serata, Director of Finance and Administration, District Attorney's Office.

RECOMMENDED.. by the following vote:

Ayes: 3 - Teng, Bierman, Becerril

990723 **[Contract, Sheriff - Ben Dorcy]**

Resolution authorizing the San Francisco Sheriff's Department to enter into an Agreement with Mr. Ben Dorcy for mandatory certified CPR and First Aid training, which agreement provides for mutual indemnification from claims or other damages which arise as a result of performance under said agreement. (Sheriff)

4/14/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

Heard in Committee. Speaker: Jean Mariani, Budget Manager, Sheriff's Department.

RECOMMENDED.. by the following vote:

Ayes: 3 - Teng, Bierman, Becerril

990724 **[Contract, Sheriff - George Bach-Y-Rita, M.D.]**

Resolution authorizing the San Francisco Sheriff's Department to enter into a professional services agreement with George Bach-Y-Rita, M.D., which provides for indemnification of Dr. Bach-Y-Rita from compensatory damages for negligent formation of his professional opinion as to psychological suitability of applicants for employment as Deputy Sheriffs in San Francisco County. (Sheriff)

4/14/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

Heard in Committee. Speaker: Jean Mariani, Budget Manager, Sheriff's Department.

RECOMMENDED.. by the following vote:

Ayes: 3 - Teng, Bierman, Becerril

990355 **[Chinatown Quality of Life]**

Supervisor Teng

Hearing to consider the quality of life for Chinatown residents.

2/22/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

Heard in Committee. Speakers: Mrs. Kin Chan, Vice President, Community Tenants Association; Reverend Norman Fong; Mrs. Bao Yan Chan, Community Tenants Association; Mr. Tam, Chinatown Tenants Association; Mr. Chan; Enid Lim, Chinatown Transportation Research and Improvement Project; Mrs. Lee; Mr. Lau, President, Chinatown Tenants Association; Supervisor Brown; Ernestine Weiss.

FILED by the following vote:

Ayes: 3 - Teng, Bierman, Becerril

990493 **[Saturday Night Special]**

Supervisor Leno

Ordinance amending Police Code Section 613.1 to correct reference to date of manufacture of one type of "Saturday Night Special."

(Amends Section 613.1.)

3/15/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

Heard in Committee. Speaker: Cameron Baker, Deputy City Attorney.

RECOMMENDED by the following vote:

Ayes: 3 - Teng, Bierman, Becerril

SPECIAL ORDER - 11:15 A.M.

990316 **[Residential Hotels]**

Supervisors Brown, Bierman

Hearing to consider what can be done to improve the safety of residential hotels and to accelerate the rate at which hotels damaged by fire or are otherwise in an inhabitable condition can be brought back to the market so that more units of affordable housing can be made available.

2/17/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

4/20/99, CONTINUED TO CALL OF THE CHAIR. Continued at the request of sponsor.

Heard in Committee. Speakers: Supervisor Brown; Kathleen Haviland, Legislative Aide to Supervisor Newsom; Kimon Manolius, Code Enforcement Unit, City Attorney's Office; Kevin Taylor, Assistant Deputy Chief and Fire Marshall, Fire Department; Anne Kronenberg, Health Department; Johnson Ojo, Health Department; Frank Chiu, Director, Department of Building Inspection; Lesley Stansfield, Chief Building Inspector, Department of Building Inspection; Mrs. Bao Yan Chan, Community Tenants Association; Gerda Kircher, Lessee of Leland Hotel; Anastasia Yovanopoulos; David McGuire, Hartland Tenants Union; Matt Brown, St. Peter's Housing Committee; Randy Shaw, Tenderloin Housing Clinic; Robert Pender, Tenants Network; Sam Sinh (owner of Single Room Occupancy [SRO] hotel).

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 3 - Teng, Bierman, Becerril

981761 **[Police Department Staffing]**

Supervisor Brown

Hearing to consider the full staffing of the San Francisco Police Department pursuant to the provisions of the San Francisco Charter, to determine whether S.F.P.D. can and will come into compliance with the Charter in the near future.

10/19/98, RECEIVED AND ASSIGNED to Housing and Neighborhood Services Committee.

1/25/99, TRANSFERRED to Housing and Social Policy Committee.

Speakers: None.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 2 - Teng, Bierman

Absent: 1 - Becerril

ADJOURNMENT

The meeting adjourned at 1:00 p.m.

Public Library,Gov't Info. Ctr., 5th Flr.
Attn: *Susan Hom*

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BOARD OF SUPERVISORS
BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

April 30, 1999

TO: Housing and Social Policy Committee

FROM: Budget Analyst Recommendations for meeting of

SUBJECT: May 4, 1999 Housing and Social Policy Committee Meeting

Item 1- File 99-0750

Department:	District Attorney (DA)
Item:	Resolution authorizing the District Attorney (DA) of the City and County of San Francisco to retroactively apply for, accept, and expend grant funds in the amount of $110,110 made available through the Office of Criminal Justice Planning for a project entitled "Violence Against Women Vertical Prosecution[1] – Elder Abuse" for the period of March 1, 1999 through February 28, 2000, waiving indirect costs due to funding constraints.
Grant Amount:	$110,110
Grant Period:	March 1, 1999 through February 28, 2000 (one year)
Source of Funds:	State Office of Criminal Justice Planning (OJCP) via the Federal Violence Against Women Act
Description:	The proposed resolution would authorize the DA to retroactively apply for, accept, and expend the subject grant

[1] Vertical prosecution refers to management of all phases of a case by a single prosecuting attorney, in collaboration with an investigator and victim's advocate.

funds in the amount of $110,110 to extend funding for the existing Violence Against Women Vertical Prosecution Program – Elder Abuse. This program was established in 1998 with a grant of $110,000 from the OJCP. Through the subject Violence Against Women Vertical Prosecution Program, the District Attorney's Office investigates and vertically prosecutes cases of violence, domestic violence, and sexual assault against elderly women.

According to Ms. Annalie Flores of the District Attorney's Office, this subject grant provides continued funding for a full-time, "G" or "Grant-funded" Senior Trial Attorney and related costs for prosecution of violent crimes against elderly women. Ms. Flores projects that this program will involve work on 45 cases from March 1, 1999 through February 28, 2000, a 33% increase over the average of 135 felony cases handled by the District Attorney's Office per year. In the previous year, 38 cases were handled through this subject program. According to Mr. Tim Silard of the District Attorney's Office, the increased number of projected cases for the grant period from March 1, 1999 through February 28, 2000 reflects a broader definition from OJCP of cases that can be handled through this subject program.

Budget:

Ms. Flores has provided a summary project budget of $146,813, including the $36,703 in matching funds, as follows:

Personnel Costs	Amount
8178 Senior Attorney (1 FTE)	$86,727
8182 Head Attorney (0.1 FTE)	12,031
8182 Head Attorney (0.1 FTE)	12,031
8146 Investigator (0.095 FTE)	6,110
8132 Grants Manager (0.055 FTE)	2,710
Total Salaries:	$119,609

Employee Benefits	
Medical	$7,673
Unemployment	203
Retirement	8,971
Social Security/Medicare	7,895
Total Employee Benefits:	$24,742

Operating Expenses	
Telephone/Pager	$679
Supplies	154
Copying	100
Audit	1,101
Travel/Training	428
Total Operating Expenses:	$2,462
TOTAL BUDGET:	**$146,813**

Attachment I, provided by the District Attorney's Office, contains the budget details to support this budget of $146,813 inclusive of $36,703 in matching funds.

Required Match: 25% of total project costs of $146,813, or $36,703. According to Ms. Flores, matching funds are included in the District Attorney's FY 1998-1999 budget and will be included in the FY 1999-2000 budget request.

Indirect Costs: The proposed resolution provides for a waiver of indirect costs in order to allocate all grant funds to the project.

Comments:

1. In order to help reduce the incidence of violence against women, Congress approved the Violence Against Women Act (VAWA) as part of the broader Violent Crime Control and Law Enforcement Act of 1994. The State OJCP obtained Federal grant funding under VAWA and, in September 1997, issued a Request for Proposals (RFP) to counties throughout California. The RFP made available a maximum of $110,110 for programs that created or enhanced special units within prosecutors' offices to conduct vertical prosecution of a variety of violent crimes against women. From mid-1998 through the present, the DA used this funding to combat abuse of elderly women as part of San Francisco's Comprehensive Action Strategy (CAS).[2]

2. This subject grant is the second year of a three-year grant and, as such, is renewable for one additional year. The "G" or "Grant-funded" Senior Trial Attorney hired for this

[2] CAS involves: 1) formation of a multi-disciplinary elder abuse team; 2) joint training and coordination of prosecutors, investigators, police officers, and victim advocates; 3) vertical prosecution of elder abuse cases; and 4) comprehensive victim services and community outreach.

program will be terminated when the grant funding ends. Ms. Flores also explains that the DA may apply for additional grant funding to continue this program beyond the additional renewal year.

3. According to Ms. Flores, the DA applied for and was awarded the grant funds prior to obtaining approval from the Board of Supervisors due to tight time constraints related to the grant application process. In addition, Ms. Flores reports that some expenses have already been incurred against the grant funds. Therefore, the proposed resolution provides the DA with retroactive approval to apply for, accept, and expend the subject grant funds.

4. Attachment II is the Summary of Grant Request Form as prepared by the DA.

5. A copy of the Disability Access Checklist is on file with the Clerk of the Board.

Recommendation: Approve the proposed resolution.

BUDGET CATEGORY AND LINE-ITEM DETAIL								98-00 CASH MATCH	99-00 COST	TOTAL
A. Personal Services - Salaries/Employee Benefits										
SALARY		Bi-weekly		PPS	FTE					
8132 Grants Manager										
Cost		1,881	x	26.2	0.0250	1,232	1,232		1,232	1,232
Match		1,881	x	26.2	0.0300	1,478	1,478	1,478		1,478
8146 Investigator**										
Cost		2,436	x	22.20	0.0250	1,352				
		2,557	x	4.00	0.0250	256	1,608		1,608	1,608
Match		2,436		22.20	0.0700	3,785				
		2,557	x	4.00	0.0700	716	4,502	4,502		4,502
8178 Senior Attorney										
Cost		3,138	x	5.60	1.0000	17,573				
		3,295	x	3.20	1.0000	10,544				
		3,353	x	12.70	1.0000	42,583				
		3,410	x	4.70	1.0000	16,027	86,727		86,727	86,727
8182 Head Attorney - Tarchi (Domestic Violence Unit)										
Grant Period 03.01.99-02.29.00		4,527	x	8.80	0.1000	3,984				
		4,604	x	12.70	0.1000	5,847				
		4,681	x	4.70	0.1000	2,200	12,031	12,031		12,031
8182 Head Attorney - Klee (Sexual Assault Unit)										
Grant Period 03.01.99-02.29.00		4,527	x	8.80	0.1000	3,984				
		4,604	x	12.70	0.1000	5,847				
		4,681	x	4.70	0.1000	2,200	12,031	12,031		12,031
** Include MOU premium										
TOTAL SALARIES								30,042	89,567	119,609
FRINGE BENEFITS										
Medical:(Health & Dental)										
Cost:	8132	216.94		26.20	0.0250	142				
	8146	216.94		26.20	0.0250	142				
	8178	216.94		26.20	1.0000	5,684	5,968		5,968	5,968
Match:	8132	216.94		26.20	0.0300	171				
	8146	216.94		26.20	0.0700	398				
	8182	216.94		26.20	0.1000	568				
	8182	216.94		26.20	0.1000	568	1,705	1,705		1,705
Unemployment										
Cost:				89,567	x	0.17% =	152		152	152
Match:				30,042	x	0.17% =	51	51		51
Retirement										
Cost:				89,567	x	7.50% =	6,718		6,718	6,718
Match:				30,042	x	7.50% =	2,253	2,253		2,253
S.S./Medicare										
Cost:				1,232	x	7.65% =	94			
				72,600	x	6.20% =	4,501			
				88,335	x	1.45% =	1,281		5,876	5,876
Match:				25,540	x	7.65% =	1,954			
				4,502	x	1.45% =	65	2,019		2,019
Total Fringe Expenses								6,028	18,714	24,742
TOTAL								36,070	108,281	144,351

OCJP-A303a (Rev. 7/97)

BUDGET CATEGORY AND LINE-ITEM DETAIL B. Operating Expenses					99-00 CASH MATCH	99-00 COST	TOTAL
Telephone**					396	283	679
Supplies:**					137	17	154
Photocopy:**					100		100
Postages:**							-
Reproduction**							-
Other Supplies							-
Travel/Training:							-
	Registration			200			
	Per diem		$38 x 2 days	76			
	Mileage		200 x .325/miles	65			
	Hotel	+ plus		87	428	428	428
Audit Cost:						1,101	1,101
1999-2000		110,110	x	1% /year			
** % of direct DA costs							
TOTAL					633	1,829	2,462

OCJP-A303b (Rev. 7/97)

BUDGET CATEGORY AND LINE-ITEM DETAIL C. Equipment (List individual items over $1,000 & attach justifications as required.)	99-00 CASH COST	99-00 COST	TOTAL
Computer, printer, & softwares		-	-
CATEGORY TOTAL	-	-	-
PROJECT TOTAL	36,703	110,110	146,813
	99-00 total	146,813	146,813

FUND DISTRI BUTION	FEDERAL		STATE			IN-KIND MATCH
1. Amount of Funds			110,110		36,703	
2. Percentage of Funds			75%		25%	

OCJP-A303c (Rev. 7/97)

Letter of Intent to File a Grant Application
(submitted in triplicate)

To: The Board of Supervisors
Attn: Clerk of the Board

Request for authorization to submit a grant application as described below:

Department:	District Attorney
Contact Person:	Teresa Serata, Director of Finance and Administration
Project Title:	Violence Against Women Vertical Prosecution - Elder Abuse
Grant Source:	Governor's Office of Criminal Justice Planning

Proposed (New / Continuing) Grant Proposal Summary:

This augmentation and extension of the District Attorney's existing grant from the state Office of Criminal Justice Planning (OCJP) will enable the department to dedicate a specialized prosecutor to handle egregious cases of domestic violence, sexual assault and stalking perpetrated against elderly women and other particularly vulnerable victims.

Amount of Grant Funding Applied for:	$110,000 (98-99); $110,110 (99-00)
Maximum Funding Amount Available:	$110,110 (in FY 99-00)
Required Matching Funds:	$36,703
Number of Positions Created and Funded:	1.09 (grant); 0.31(match) (in FY 99-00)
Amount to be Spent on Contractual Services:	0
Will Contractual Services be put out on Bid?:	N/A

Letter of Intent to File Grant Application
Page Two

Term of Grant:	March 1, 1999 to February 28, 2000
Date Department Notified of Available Funds:	Ongoing/Augmentation and Extension
Application Due Date:	December 15, 1998

Grant Funding Guidelines and Options (from RFP, grant announcement or appropriations legislation):

The VAW-VP grant supports vertical prosecution of crimes against women, including domestic violence, sexual assault and stalking.

Assessment of Need for Grant Funding:

Crimes against elderly women and other particularly vulnerable victims are particularly egregious and devastating for the victims. Nowhere is this more so than in cases of domestic violence, sexual assault and stalking. The impact of these crimes against the elderly is made more acute and complex when the victim is a woman of color, recent immigrant, or limited English speaker. These cases require consistent follow-up and strong victim support. A specialized prosecutor is able to provide the expertise and consistency needed to maintain supportive relationships with victims and to obtain improved convictions.

Department or Commission Approval

Items 2 and 3 - Files 99-0723 and 99-0724

Department: Sheriff's Department

Items: File 99-0723: Resolution authorizing the Sheriff's Department to enter into a continuing agreement with Mr. Ben Dorcy for mandatory certified Cardio Pulmonary Resuscitation (CPR) and First Aid training; the agreement provides for mutual indemnification from claims or other damages which may arise as a result of performance under said agreement.

File 99-0724: Resolution authorizing the Sheriff's Department to enter into a continuing agreement with Dr. George Bach-Y-Rita to provide psychiatric evaluation services; the agreement provides for dual indemnification from claims or other damages which may arise as a result of performance under said agreement.

Description: File 99-0723: The proposed resolution would authorize the Sheriff's Department to enter into an agreement with Mr. Ben Dorcy, a private consultant, to provide certified CPR and First Aid training to the employees of the Sheriff's Department. In addition, approval of the proposed resolution would authorize mutual indemnification between the Sheriff's Department and Mr. Dorcy, whereby each party would hold the other harmless from liability for damages arising out of negligent or intentional acts committed by either the City, its officers or employees, or by Mr. Dorcy.

Under the provisions of the agreement, Mr. Dorcy would conduct up to 55 CPR and First Aid classes during FY 1999-2000. Up to 760 students would be able to receive the CPR and First Aid instruction under the not-to-exceed amount of $37,500. In FY 1998-99, Mr. Dorcy has provided CPR and First Aid classes to approximately 727 Sheriff's Department employees at a cost of $35,120.21 through April 2, 1999. The total budgeted cost for FY 1998-1999 is $37,500.

According to Ms. Jean Mariani of the Sheriff's Department, mandatory certified CPR and First Aid training to the employees of the Sheriff's Department have been provided under contract by Mr. Dorcy since 1987. The proposed

agreement between the Sheriff's Department and Mr. Dorcy would extend the contract for one additional year.

Amount for FY 1999-2000: Not to Exceed $37,500

Increase (Decrease) Over Prior Year $0

Source of Funds:

State Department of Justice	$ 4,500
State Board of Corrections	33,000
Total	$37,500

Term of Agreement: July 1, 1999, through June 30, 2000

File 99-0724: The proposed resolution would authorize an agreement between the Sheriff's Department and Dr. George Bach-Y-Rita, a psychiatrist. Under this agreement, Dr. Bach-Y-Rita would provide in-depth psychiatric evaluation services for candidates for employment, as well as provide psychiatric counseling services to existing employees in the Sheriff's Department. Ms. Mariani advises that psychiatric evaluations are required by State law for all entry-level Sheriff's Department applicants for Deputy Sheriff positions as part of the pre-employment examination process for peace officers.

Under the provisions of the agreement, Dr. Bach-Y-Rita would be required to maintain Professional Liability Insurance with limits of not less than $300,000 each claim.

Approval of the proposed resolution would authorize mutual indemnification between the Sheriff's Department and Dr. Bach-Y-Rita, whereby each party would hold the other harmless from liability for damages arising out of negligent or intentional acts committed by either the City, its officers, agents or employees, or by Dr. Bach-Y-Rita.

Notwithstanding the terms for the foregoing indemnification provision, the City would indemnify Dr. Bach-Y-Rita for damages awarded to an applicant for employment as a Deputy Sheriff with the Sheriff's Department where all of the following conditions are met:

a. Such damages are awarded as compensatory damages for wrongful denial by the City, based on Dr. Bach-Y-Rita's professional opinion, as to the psychological suitability of the applicant for such employment;

b. Such opinion by Dr. Bach-Y-Rita is rendered as part of the pre-employment appraisal of the applicant's suitability for such employment, mandated by the laws of the State of California and the Rules of the San Francisco Civil Service Commission;

c. Such opinion by Dr. Bach-Y-Rita is presented to the City, at the request of the City, in the course of performance of Dr. Bach-Y-Rita's services under the proposed agreement.

According to Ms. Mariani, from July 1, 1998 through March 31, 1999, Dr. Bach-Y-Rita has received approximately $360, including $300 based on 1.5 hours of psychiatric evaluation services at $200 per hour and $60 for a report. The total estimated cost for FY 1998-1999 is $1,000. Under the terms of the proposed agreement, Dr. Bach-Y-Rita would be compensated at the rate of $200 per hour for pre-employment psychiatric evaluations, and at the rate of $125 per hour for psychiatric counseling services provided to current employees referred by the Sheriff or his designee. Ms. Mariani reports that the hourly rate for pre-employment psychiatric evaluations is higher than the hourly rate for psychiatric evaluations because pre-employment psychiatric evaluations are more complex.

Ms. Mariani reports that psychiatric services have been provided under contract by Dr. Bach-Y-Rita since 1990. The proposed agreement between the Sheriff's Department and Dr. Bach-Y-Rita would extend the contract for one additional year.

Amount for FY 1999-2000: Not to Exceed $6000

Increase (Decrease) Over Prior Year $0

Source of Funds: Sheriff Department's FY 1998-99 budget

Term of Agreement: July 1, 1999, through June 30, 2000

Comments:

1. Mr. Rob Maerz of the City Attorney's Office advises that the proposed mutual indemnification provisions and the provisions cited above relating to compensatory damages would involve minimal risk to the City.

2. Ms. Mariani advises that the Sheriff's Department is required by the State Department of Justice, Commission on Peace Officer Standards and Training (POST), and the State Board of Corrections, Standards, Training & Corrections (STC) to provide CPR and First Aid training to the employees of the Sheriff's Department. Ms. Mariani advises that the State provides grant funds on an annual basis to the Sheriff's Department to pay for the cost of these training services (File 99-0723).

3. Ms. Mariani advises that psychiatric evaluations are required by State law for all entry-level Sheriff's Department applicants for Deputy Sheriff positions as part of the pre-employment examination process for peace officers.

Recommendation: Approve of the proposed resolutions.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
President Ammiano
Supervisor Brown
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Yaki
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Tuesday, May 18, 1999 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

1. 990519 **[Affordable Housing, City-owned Property]**
Supervisors Teng, Ammiano
Hearing to consider the availability of City-owned property for use as affordable housing, in particular, to replace single room occupancy units.
3/15/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 990587 **[Filipino Veterans' Equity Center]**
Supervisors Teng, Yaki, Bierman
Resolution supporting the creation of the San Francisco Veterans Equity Center, a community-based organization specifically tasked with coordinating efforts of various agencies and volunteer support groups to provide culturally sensitive and linguistically appropriate services to Filipino World War II veterans and their families in San Francisco.
3/29/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

3. 990409 **[Laser Pointers]**
Supervisor Yaki
Ordinance amending Police Code by adding Article 48 (Sections 4800 through 4808) regulating the sale, possession and use of laser pointers.

(Adds Article 48, Sections 4800 thru 4808.)
3/1/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 3/31/1999.

4. 990715 **[Fire Code]**
Resolution endorsing amendments and providing findings as to the local conditions supporting those amendments to the 1998 California Fire Code, as required by the California Health and Safety Code. (Fire Department)

(Certificate of Determination of Exemption/Exclusion from Environmental Review dated April 1, 1999; companion measure to File 990716.)
4/13/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

5. 990716 **[Fire Code]**
Ordinance repealing Part II, Chapter IV of the Municipal Code (Fire Code); adopting in its entirety a new San Francisco Fire Code. (Fire Department)

(Companion measure to File 990715.)
4/13/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

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6. 990788 **[Building Code]**
Ordinance repealing Part II, Chapter 1 of the Municipal Code (Building Code); adopting in its entirety a new San Francisco Building Code. (Department of Building Inspection)

(Companion measure to File 990789.)

4/21/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

7. 990789 **[Building Code]**
Resolution endorsing those changes and providing findings as to the local conditions requiring amendments to the State Building Code for buildings, as required by the California Health and Safety Code. (Department of Building Inspection)

(Companion measure to File 990788.)

4/21/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

8. 990790 **[Electrical Code]**
Ordinance repealing Part II, Chapter III of the San Francisco Municipal Code (Electrical Code); adopting in its entirety a new San Francisco Electrical Code. (Department of Building Inspection)

(Companion measure to File 990791.)

4/21/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

9. 990791 **[Electrical Code]**
Resolution endorsing those changes and providing findings as to the local conditions requiring amendments to the State Electrical Code for buildings, as required by the California Health and Safety Code. (Department of Building Inspection)

(Companion measure to File 990790.)

4/21/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

10. 990792 **[Housing Code]**
Ordinance repealing Part II, Chapter XII of the San Francisco Municipal Code (Housing Code); adopting in its entirety a new San Francisco Housing Code. (Department of Building Inspection)

(Companion measure to File 990793.)

4/21/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

11. 990793 **[Housing Code]**
Resolution endorsing those changes and providing findings as to the local conditions requiring amendments to the California Health and Safety Code (Department of Building Inspection)

(Companion measure to File 990792.)

4/21/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

12. 990794 **[Mechanical Code]**

Ordinance repealing Part II, Chapter XIV of the San Francisco Municipal Code (Mechanical Code); adopting in its entirety a new San Francisco Mechanical Code. (Department of Building Inspection)

(Companion measure to File 990795.)

4/21/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

13. 990795 **[Mechanical Code]**

Resolution endorsing those changes and providing findings as to the local conditions requiring amendments to the State Mechanical Code for buildings, as required by the California Health and Safety Code. (Department of Building Inspection)

(Companion measure to File 990794.)

4/21/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

14. 990796 **[Plumbing Code]**

Ordinance repealing Part II, Chapter VII of the San Francisco Municipal Code (Plumbing Code); adopting in its entirety a new San Francisco Plumbing Code. (Department of Building Inspection)

(Companion measure to File 990797.)

4/21/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

15. 990797 **[Plumbing Code]**

Resolution endorsing those changes and providing findings as to the local conditions requiring amendments to the State Plumbing Code for buildings, as required by the California Health and Safety Code. (Department of Building Inspection)

(Companion measure to File 990796.)

4/21/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

ADJOURNMENT

IMPORTANT INFORMATION

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LEGISLATION UNDER THE 30-DAY RULE

Rule 5.40 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

990738 **[Purchase of Handguns]**

Supervisors Yaki, Brown, Katz, Leno, Bierman

Ordinance amending Police Code by adding Section 619 to limit, with specified exceptions, the purchase of handguns by individuals to not more than one handgun in any thirty day period.

(Adds Section 619.)

4/19/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 5/19/1999.

990741 **[Pedestrian Safety]**

Supervisor Brown

Ordinance prohibiting persons from standing, sitting or lying in roadways, curbs or on median strips throughout all streets and highways within the City and County of San Francisco except in emergencies or as otherwise allowed by permit for special events.

4/19/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 5/19/1999.
4/26/99, SUBSTITUTED. SUBSTITUTED by Supervisor Brown in Board, bearing same title.
4/26/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 5/19/1999.

990818 **[Annual Residential Rent Control Fee Increase]**

Supervisors Ammiano, Bierman

Draft ordinance increasing annual maximum residential rent control fees from $10 to $16 per unit; providing that an owner seeking recovery of the fee shall deduct it from security deposit interest payments owed the tenant, except that the owner may directly bill the tenant if interest is paid annually; providing for owner banking and future collection of the fee from the tenant; and removing obsolete provisions, with other technical changes.

(Amends Administrative Code Sections 37A.1, 37A.2, 37A.6, 37A.8 and 37A.9.)

4/26/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 5/26/1999.
5/10/99, SUBSTITUTED.
5/10/99, ASSIGNED UNDER 30 DAY RULE.

990935 **[Public Nuisance]**

Supervisor Brown

Ordinance amending Police Code by adding Article 48 (Sections 4800 through 4802) establishing that any vehicle used to solicit an act of prostitution, or to acquire or attempt to acquire a controlled substance is a nuisance and subject to seizure and forfeiture.

(Adds Article 48, Sections 4800, 4801, 4802.)

5/10/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 6/9/1999.

Watch future agendas for matters.

Disability Access

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HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

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City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Tuesday, June 01, 1999 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

REGULAR AGENDA

1. **990561** **[Liquor License City-wide Master Plan]**
Supervisor Teng
Hearing to consider the Liquor License City-wide Master Plan compiled by the Planning Department.
3/22/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. **990964** **[Federal Domestic Preparedness Grant]**
Resolution authorizing the Mayor's Criminal Justice Council of the City and County of San Francisco to apply for retroactively, accept and expend a grant in the amount of One Hundred Thirty Five Thousand Nine Hundred Seventy Dollars ($135,970.00) from the U.S. Department of Justice, Office of Justice Programs, to administer the "State and Local Domestic Preparedness Equipment Program," waiving indirect costs. (Mayor)
5/12/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

3. **990866** **[Boating Safety]**
Resolution authorizing the San Francisco Police Department to participate in the California Department of Boating and Waterways Safety and Enforcement Financial Aid Program. (Police Commission)
4/29/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

4. **990930** **[Family Support and Family Preservation Services]**
Resolution approving the Department of Human Services' Plan to continue to provide family preservation and family support services. (Department of Human Services)
5/6/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

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5. 990818 **[Annual Residential Rent Control Fee Increase]**

Supervisors Ammiano, Bierman

Ordinance amending Administrative Code Sections 37A.1, 37A.2, 37A.6, 37A.8, 37A.9, 37A.10 and 37A.11 to increase annual maximum residential rent control fees from $10 to $16 per unit; providing that an owner seeking recovery of the fee shall deduct it from security deposit interest payments owed the tenant, except that the owner may directly bill the tenant if interest is paid annually; providing for owner banking and future collection of the fee from the tenant; repealing obsolete Sections 37A.8 and 37A.9 and renumbering Sections 37A.10 and 37A.11 as 37A.8 and 37A.9; and with other technical changes.

(Amends Sections 37A.1, 37A.2, 37A.6, 37A.8, 37A.9, 37A.10 and 37A.11; repeals Sections 37A.8 and 37A.9; renumbers Sections 37A.10 and 37A.11.)

4/26/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 5/26/1999.
5/10/99, SUBSTITUTED.
5/10/99, ASSIGNED UNDER 30 DAY RULE.

6. 990546 **[Youth Services Contracts Sensitivity Training]**

Supervisors Ammiano, Leno, Katz, Bierman

Ordinance amending Administrative Code by adding Chapter 12N, Section 12N.1 through Section 12N.4, to require that all contracts between the City and organizations that engage in youth services contain a requirement that such organization provide lesbian, gay, bisexual and transgender sensitivity training for any employee or volunteer who has direct contact with youth or whose work directly affects youth, and that any City employee who has direct contact with youth or whose work directly affects youth undergo lesbian, gay, bisexual and transgender sensitivity training.

(Adds Chapter 12N, Sections 12N.1 through Section 12N.4.)

3/22/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/21/1999.

SPECIAL ORDER - 11:00 A.M.

7. 990168 **[Rent Ordinance]**

Supervisors Leno, Bierman

Ordinance amending Administrative Code (Residential Rent Stabilization and Arbitration Ordinance) by amending the definition of "Housing Services" in Section 37.2(g) to include rights permitted the tenant by agreement, including the right to have a specific number of occupants in a unit, whether express or implied, and whether or not the agreement prohibits subletting or assignment; and by amending Section 37.9(a)(2) to provide that, notwithstanding any lease provision to the contrary, the landlord shall not endeavor to recover possession of the rental unit as a result of subletting by the tenant if the landlord has unreasonably withheld the right to sublet, so long as the tenant continues to reside in the unit and the sublet constitutes a one-for-one replacement of the departing tenant(s).

(Amends Sections 37.2(g) and 37.9(a)(2).)

2/1/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 3/3/1999.
3/16/99, CONTINUED. Continued to April 6, 1999, meeting. Speakers: None.
3/22/99, SUBSTITUTED.
3/22/99, ASSIGNED to Housing and Social Policy Committee.
4/6/99, CONTINUED TO CALL OF THE CHAIR. (Continued at the request of sponsor.)
5/24/99, SUBSTITUTED.
5/24/99, ASSIGNED to Housing and Social Policy Committee.

ADJOURNMENT

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990935 **[Public Nuisance]**

Supervisor Brown

Ordinance amending Police Code by adding Article 48 (Sections 4800 through 4802) establishing that any vehicle used to solicit an act of prostitution, or to acquire or attempt to acquire a controlled substance is a nuisance and subject to seizure and forfeiture.

(Adds Article 48, Sections 4800, 4801, 4802.)

5/10/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 6/9/1999.

991031 **[Alcohol Consumption–Small, Self-Service Restaurants]**

Supervisor Newsom

Ordinance amending Police Code by amending Section 21 to allow the consumption of alcoholic beverages on public streets in the area described in a Tables and Chairs Permit issued to a Small, Self-Service Restaurant by the Department of Public Works, pursuant to Article 5.2 of the Public Works Code.

(Amends Section 21.)

5/24/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 6/23/1999.

Watch future agendas for matters.

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HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

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CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

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May 28, 1999

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: June 1, 1999 Housing and Social Policy Committee Meeting

Item 2 – File 99-0964

Department:	Mayor's Criminal Justice Council (MCJC) Mayor's Office of Emergency Services Department of Public Health (DPH) Police Department Fire Department
Item:	Resolution authorizing the Mayor's Criminal Justice Council to retroactively apply for, accept and expend funds in the amount of $135,970 from the U.S. Department of Justice, Office of Justice Programs (OJP) to purchase emergency response equipment for the State and Local Domestic Preparedness Equipment Support Program.
Grant Amount:	$135,970
Grant Period:	October 1, 1998 through March 31, 2000 (18 months)
Source of Funds:	U.S. Department of Justice, Office of Justice Programs
Project:	State and Local Domestic Preparedness Equipment Support Program

Description:

In September of 1998, the U.S. Department of Justice, Office of Justice Programs (OJP) awarded the City funds in the amount of $135,970 for the City to purchase specialized emergency response equipment for a project entitled State and Local Domestic Preparedness Equipment Support (SLDPES) Program.

Mr. Travis Kiyota of the Mayor's Criminal Justice Council (MCJC) states that the purpose of the SLDPES Program is to improve the readiness and capability of the Police Department, Fire Department and Department of Public Health (DPH) to effectively coordinate and respond to possible future terrorist incidents, such as bombings and chemical attacks, within the City.

Mr. Kiyoto states that MCJC would expend the $135,970 as follows:

(1) $105,000 for the purchase of 30 portable radios with lip microphones for use by the Fire Department's Hazardous Materials Team and the Police Department's Bomb Squad. Mr. Kent Paxton of the Mayor's Office of Emergency Services reports that the portable radios would allow Hazardous Materials Team and the Bomb Squad members to expedite communications with each other when wearing cumbersome protective body suits at the scene of a terrorist incident. According to Mr. Paxton, such protective body suits are equipped with radios which allow only intra-communication among members of the Hazardous Materials Team and Bomb Squad. However, according to Mr. Paxton, currently there is no radio communication between the Hazardous Materials Team and the Bomb Squad. Instead, Hazardous Materials and Bomb Squad members must leave the immediate scene of a terrorist incident and remove their protective body suits to communicate with each other.

(2) $5,000 for the purchase of 10 wheeled stretchers for use by the Fire Department's Paramedics Division to safely expedite the evacuation of victims from the scene of a terrorist incident. Mr. Paxton reports that currently, the Paramedics Division does not have any wheeled stretchers, but instead uses standard stretchers that are

handled by two to three rescuers, as compared to wheeled stretchers that may be handled by one to two rescuers. Mr. Paxton notes that the Airport owns 10 wheeled stretchers that would be made available to the Paramedics Division in the event of a terrorist incident. However, since the Airport is located approximately 7 miles south of downtown San Francisco, retrieving such wheeled stretchers from the Airport could delay the rescue of terrorist victims in the City, according to Mr. Paxton.

(3) $1,500 for the purchase of a taxicab service radio system to provide a communications platform linking the DPH's Emergency Medical Services Section with each of the taxicab companies operating within the City. Mr. Paxton advises that with installation of such a radio system, taxicabs throughout the City could be called upon to transport victims from the scene of a terrorist incident to hospitals and other medical facilities. Mr. Paxton reports that currently a taxicab service radio system, linked to Emergency Medical Services, does not exist in the City. If a terrorist incident were to occur today in the City, Emergency Medical Services would have to contact taxicab companies individually to request assistance in transporting terrorist victims to hospitals and other medical facilities, according to Mr. Paxton.

(4) $24,470 for the purchase of 62 Level A protective body suits, including face respirator, organic cartridge, coveralls, boots, gloves and gear bag for use by the Police Department's Crime Prevention Unit at the scene of a terrorist incident. Mr. Paxton reports that currently the Crime Prevention Unit, which has 92 sworn police officers, owns 150 Level B protective body suits, but does not own any Level A protective body suits, which guard against a greater number of chemical and biological agents than Level B suits. Mr. Paxton advises that 62 Level A protective body suits would enable the Crime Prevention Unit to adequately respond to all terrorist incidents in the City.

Budget:

Attachment I, provided by Mr. Kiyota, contains a detailed budget to support this use of $135,970 in grant funds.

Required Match: None.

Indirect Costs: Indirect costs are not allowed by the granting agency.

Comments:

1. According to Mr. Kiyota, the proposed resolution provides for retroactive approval of the proposed grant funds because in order to meet the grant application deadline, the MCJC applied for the grant funds without first obtaining Board of Supervisors approval.

2. Attachment II is a summary of the grant application information, as prepared by the MCJC, for the proposed grant funds.

3. The MCJC has prepared a Disability Checklist for the proposed grant funds, which is on file with the Clerk of the Board of Supervisors.

Recommendation: Approve the proposed resolution.

D. **Equipment** - List non-expendable items that are to be purchased. Non-expendable equipment is tangible property having a useful life of more than two years and an acquistion cost of $5,000 or more per unit. (Note: Organization's own capitalization policy may be used for items costing less than $5,000). Expendable items should be included either in the "Supplies" category or in the "Other" category. Applicants should analyze the cost benefits of purchasing versus leasing equipment, espe- cially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractural" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

Item	Computation			Cost
	Price Per Unit	No. of Units		
Portable Radios and Accessories for Level A Suites	S 3,500	30	S	105,000
Wheeled Stretchers	S 500	10	S	5,000
Taxi Service Radio	S 1,500	1	S	1,500
Level C - Protective Suits - (Full Face Respirator, Organic Cartridge, Coveralls, Boots, Gloves, Gear Bag)	S 395	62		24,470
		TOTAL	S	135,970

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution

Authorizing a Department to Accept & Expend Grant Funds

To: **The Board of Supervisors**

Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Mayor's Criminal Justice Council (MCJC)
2. Contact Person: Travis Kiyota Telephone: (415) 554-6165
3. Project Title: State and Local Domestic Preparedness Equipment Support Program
4. Grant Source Agency: U.S. Department of Justice
5. Type of Funds: Federal X Federal-State (Pass-Through) State Local
   Private
6. Proposed (New/Continuation) Grant Project Summary:

The U.S. Department of Justice is providing support to the City and County of San Francisco for the procurement of specialized emergency response equipment to effectively respond to possible future terrorist incidents.

7. Amount of Grant Funding Applied For: $135,970
8. Maximum Funding Amount Available: $135,970
9. Required Matching Funds? Yes: No:X /Cash or In-kind?
   If yes, list dollar amount and identify source of Matching Funds in Department Budget:
10. Number of new positions created and funded: 0
11. If new positions are created, explain the disposition of employees once the grant ends.
12. Are indirect costs eligible costs for this grant? Yes No: X
    If yes, please identify the amount of $ in indirect costs.

13. Amount to be spent on contractual services: No

14. a.) Will contractual services be put out to bid? No

b). If so, will contract services help to further the goals of the department's MBE/WBE requirements? NA

15. Is this likely to be a one-time or ongoing request for contracting out? NA

16. Term of Grant: Start-Date: 10/1/98 End-Date: 3/31/00

17. Date Department Notified of Available Funds: 9/18/98

18. Grant Application Due Date: 7/17/98

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation): Reoccuring funding for local anti-domestic terrorism equipment .

20. Department Head Approval: KIMIKO BURTON DIRECTOR, MCJC

(Name) (Title)

(Signature)

Item 5 – File 99-0818

Department: Rent Arbitration Board

Item: Ordinance amending the Administrative Code Chapter 37A to increase the annual maximum residential Rent Stabilization and Arbitration Fee from $10 to $16 per residential rental unit and from $5 to $8 for residential hotel units; changing the process of recovery of the residential Rent Stabilization and Arbitration fee by owners of rental units from tenants; and other technical amendments.

Description: Each owner of a residential rental unit in the City, with the exception of specific non-profit entities, residential care facilities, Section 8 housing and residential units constructed since June 1979, is required under Chapter 37A of the Administrative Code to pay an annual Rent Stabilization and Arbitration Fee for each unit. The fee for each rental unit is calculated annually by determining the total projected annual cost of funding the Rent Arbitration Board divided by the total number of rental units estimated to pay the fee. Currently, such an annual fee can not exceed $10 per rental unit and $5 per residential hotel unit.

Under the proposed ordinance, the maximum allowable annual Rent Stabilization and Arbitration Fee would be increased (a) per residential rental unit by $6.00 from $10 to $16 (a 60 percent increase), and (b) per residential hotel unit by $3.00 from $5 to $8 (a 60 percent increase). Chapter 37A stipulates that residential hotel units pay a fee which is one-half that of residential rental units.

Chapter 37A states that owners of rental units (including residential hotel units) may seek recovery of the Rent Stabilization and Arbitration Fee from the tenant of each rental unit by deducting the fee from the next interest payment owed by the owner to the tenant on the tenant's security deposit. Under the proposed ordinance, Chapter 37A would be amended to state that owners of rental units shall deduct the fee from the next security deposit interest payment owed the tenant except if interest on the security deposit is paid by the owner to the tenant annually, in which case the owner would have the option of billing the tenant for recovery of the Rent Stabilization and Arbitration Fee

instead of deducting the fee from the security deposit interest payment.

The proposed ordinance also provides that an owner may have the option of "banking" the Rent Stabilization and Arbitration Fee (allowing it to accumulate each year that the tenant occupies the unit) and later collecting the fee against the security deposit interest due to the tenant. In cases where no interest or insufficient interest exists (due to no deposit or a low amount of deposit) the owner would be permitted to bill the tenant for any balance owed. In addition to the revisions described above, the proposed ordinance contains minor technical amendments.

Comments:

1. According to Mr. Joe Grubb, Executive Director of the Rent Arbitration Board, there are approximately 190,000 residential rental units plus 16,000 residential hotel rental units in the City subject to the Rent Stabilization and Arbitration Fee. Mr. Grubb states that under the proposed 60 percent fee increase, the Rent Arbitration Board projects that it will realize $3,168,000 in such fees in FY 1999-2000 or an additional $1,288,000 over the estimated FY 1998-99 fees of $1,880,000.

2. Mr. Grubb advises that the Rent Stabilization and Arbitration Fee was last increased in 1993. According to Mr. Grubb, the Rent Arbitration Board has a current backlog of petition filings and cannot keep up with its increasing workload. As of May 1, 1999, such backlog totaled 211 petition filings, according to Mr. Grubb. Mr. Grubb states that additional revenues are needed to fund seven permanent additional positions, related materials, and equipment required to process the backlog and to expand the services of the Rent Arbitration Board, as requested by tenant and landlord advocacy groups. The FY 1999-2000 requested budgetary increases include workorder funds for one investigator from the City Attorney's Office to investigate disputes and to verify compliance with the Rent ordinance. Such increased expenditures, which total an estimated $966,200 and have been requested in the FY 1999-2000 budget of the Rent Arbitration Board, will be subject to appropriation approval by the Board of Supervisors during the FY 1999-2000 budget review.

3. According to Mr. Grubb, the Rent Arbitration Board's estimated FY 1999-2000 budget is $3,300,000, which is $132,000 more than the estimated Rent Stabilization and Arbitration Fees of $3,168,000 which would be realized under the proposed fee increase. Mr. Grubb advises that as of May 1999, the Rent Arbitration Board anticipated carrying forward approximately $200,000 in fee revenues from FY 1998-99 to FY 1999-2000 which would be used to supplement the fee revenues to be generated in FY 1999-2000.

4. In FY 1998-99 the Rent Arbitration Board's budget was $2,333,797. The estimated FY 1998-99 fees of $1,880,000 are $453,797 less than the FY 1998-99 budget of $2,333,797 for the Rent Arbitration Board. The balance of the budget ($453,797) was supplemented through the use of fee revenues which were carried forward from FY 1997-98 to FY 1998-99.

Recommendations: 1. Estimated increased expenditures of $966,200 for the Rent Arbitration Board have been requested in the Rent Arbitration Board's proposed FY 1999-2000 budget. Since neither the Budget Analyst nor the Board of Supervisors has yet reviewed the Rent Arbitration Board's proposed FY 1999-2000 budget, the subject ordinance should be amended to provide for adjustments in the subject proposed 60 percent increase in Rent Stabilization and Arbitration Fees, if it is determined by the Board of Supervisors during the FY 1999-2000 budget review process that: (a) either the proposed FY 1999-2000 Rent Arbitration Board budget should be decreased; or (b) that the projected FY 1999-2000 Rent Stabilization and Arbitration Fee revenues, including carry forward revenues, are sufficient to finance the FY 1999-2000 Rent Stabilization Board budget, without imposing the full subject proposed 60 percent increase in Rent Stabilization and Arbitration Fees.

2. Approval of the proposed ordinance, as amended, is a policy matter for the Board of Supervisors.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
President Ammiano
Supervisor Brown
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Yaki
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Tuesday, June 15, 1999 | **10:00 AM** | **City Hall, Legislative Chamber**

Regular Meeting

REGULAR AGENDA

1. **991131** **[Grant - State]**

Resolution authorizing the District Attorney of the City and County of San Francisco to contract for, accept and expend funds in the amount of $69,308, and waiving indirect costs due to funding constraints, which have been allocated from the State Board of Control, Victims of Crime and Restitution Program, an agent of the State of California, for a project entitled "District Attorney's Contract - Criminal Restitution Compact", for the twelve month period July 1, 1999 through June 30, 2000. (District Attorney)

6/3/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. **990561** **[Liquor License City-wide Master Plan]**

Supervisor Teng

Hearing to consider the Liquor License City-wide Master Plan compiled by the Planning Department.

3/22/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.
6/1/99, CONTINUED. Continued to June 15, 1999, meeting.

SPECIAL ORDER - 11:00 A.M.

3. **990741** **[Pedestrian Safety]**

Supervisor Brown

Ordinance amending Traffic Code by adding Sections 79.1, 79.2, 79.3 and 79.4 prohibiting persons from standing, sitting or lying in roadways, curbs or on median strips throughout all streets and highways within the City and County of San Francisco except in emergencies or as otherwise allowed by permit for special events.

(Amends Traffic Code by adding Sections 79.1, 79.2, 79.3 and 79.4.)

4/19/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 5/19/1999.
4/26/99, SUBSTITUTED. SUBSTITUTED by Supervisor Brown in Board, bearing same title.
4/26/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 5/19/1999.
5/24/99, SUBSTITUTED. SUBSTITUTED by Supervisor Brown in Board, bearing same title.
5/24/99, ASSIGNED to Housing and Social Policy Committee.

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ADJOURNMENT

Five Copies Posted 6/10/99

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

Rule 5.40 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

991031 **[Alcohol Consumption--Small, Self-Service Restaurants]**

Supervisor Newsom

Ordinance amending Police Code by amending Section 21 to allow the consumption of alcoholic beverages on public streets in the area described in a Tables and Chairs Permit issued to a Small, Self-Service Restaurant by the Department of Public Works, pursuant to Article 5.2 of the Public Works Code.

(Amends Section 21.)

5/24/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 6/23/1999.

991108 **[Regulation of Firearms Dealers]**

Supervisor Yaki

Ordinance amending Police Code by amending Sections 613.1, 613.2 and 613.10 and adding Section 613.2A to require an applicant for a license to sell firearms to provide the Police Department with copies of certificates of eligibility to possess firearms for all persons who will have access to firearms on the dealer's premises and to restrict the employment by firearms dealers of persons who lack such certification.

(Amends Sections 613.1, 613.2, 613.10 and adds Section 613.2A.)

6/1/99, CLERICAL CORRECTION. Correct typo in title, line 6: possess.
6/1/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 7/1/1999.

991109 **[Massage Establishments and Massage Services]**

Supervisors Ammiano, Yee

Ordinance amending Police Code by repealing Article 27, Section 2700 to 2737, inclusive, authorizing the Chief of Police to regulate massage establishments and massage services; and amending Health Code by adding Article 28, Sections 1800 to 1828, inclusive, authorizing the Director of Public Health to regulate massage establishments and massage services, setting new criteria for the issuance and revocation of massage permits, changing certain operating requirements of massage establishments, setting new penalties for violation of massage provisions, and continuing an application fee, an identification card fee and a permit fee.

(Repeals Police Code, Article 27, Section 2700 to 2737; Adds Health Code, Article 28, Sections 1800 to 1828.)

6/1/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 7/1/1999.

991145 **[Tobacco Sales Permit]**

Supervisor Newsom

Ordinance amending Police Code by adding Article 47, consisting of Sections 4700 through 4708, establishing the requirements of a permit for tobacco sales.

(Adds Article 47, Sections 4700 through 4708.)

6/7/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 7/7/1999.

991146 **[Discrimination Based on Perception, Association or Retaliation]**

Supervisor Ammiano

Ordinance amending Administrative Code Chapter 12A by amending Sections 12A.1, 12A.5, and 12A.8, Chapter 12B by amending Sections 12B.1 and 12B.2, Chapter 12C by amending Sections 12C.1 and 12C.3, and amending Police Code Article 33 by amending Sections 3303, 3304 and 3305 to prohibit discrimination based on fact or perception, discrimination based on association with members of protected classes of persons or retaliation for opposition to discrimination.

(Amends Administrative Code Chapter 12A Sections 12A.1, 12A.5 and 12A.8; Chapter 12B Sections 12B.1 and 12B.2; Chapter 12C Sections 12C.1 and 12C.3; amends Police Code Article 33 Sections 3303, 3304 and 3305.)

6/7/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 7/7/1999.

991147 **[Cart Anti-Removal Program]**

Supervisor Brown

Ordinance amending Public Works Code by adding Article 24 Sections 1400-1406, requiring permanently affixed signs on carts and requiring businesses to develop and implement a cart anti-removal program.

(Adds Article 24 Sections 1400-1406.)

6/7/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 7/7/1999.

Watch future agendas for matters.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requests are made by 4:00 p.m. of the Friday before the Board meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda, contact Annette Lonich at (415) 554-7706.

Following a meeting minutes are available in alternative formats. Contact Marie McKechnie at (415) 554-7722.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force at 554-6171.

HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

IMPORTANT HEARING NOTICE!!!

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Govt Information Ctr
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Attn: *Susan Hom*

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CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

06-14-99P02:39 RCVD

June 11, 1999

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JUN 14 1999

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TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: June 15, 1999 Housing and Social Policy Committee Meeting

Item 1 – File 99 -1131

Department:	District Attorney
Item:	Resolution authorizing the District Attorney to contract for, accept and expend funds in the amount of $69,308 and to waive indirect costs for a project entitled "District Attorney's Contract – Criminal Restitution Compact." These funds have been allocated from the State Board of Control's Victims of Crime and Restitution Program for the one-year period of July 1, 1999 through June 30, 2000.
Grant Amount:	$69,308
Grant Period:	July 1, 1999 through June 30, 2000 (one year)
Source of Funds:	State Board of Control's Victims of Crime and Restitution Program
Program:	District Attorney's Contract – Criminal Restitution Compact

Description: The proposed District Attorney's Contract – Criminal Restitution Compact (Agreement) between the State Board of Control and the District Attorney's Office would provide grant funds for the District Attorney's Office to hire one new full-time position (Class 8132 – Investigative Assistant) to ensure that a restitution fine and order is imposed on each convicted offender whose victim filed a claim for compensation of unreimbursed financial losses with the State Board of Control's Victims of Crimes and Restitution Program. Compensation claims are paid through the State Restitution Fund, which is funded through criminal fines and penalties.

The primary duties of the proposed Investigative Assistant position would include: (1) identifying and tracking convicted offenders connected to claims filed with the State Board of Control's Victims of Crimes and Restitution Program through the City's criminal justice system; (2) researching and recommending the amount of benefits to be paid to victims whose convicted offenders were imposed a restitution order by the Court with a "to be determined" dollar amount; (3) acting as a restitution resource in the area of restitution case law and statutory guidelines to the District Attorney's Office and the criminal justice community within the City. Ms. Teresa Serata of the District Attorney's Office reports that currently these duties are not being performed by the District Attorney's Office. Ms. Serata projects that the proposed new Grant-funded position will review an estimated 1,600 claims to be filed with the State Board of Control's Victims of Crimes and Restitution Program in FY 1999-2000.

Budget: Attachment I, provided by the District Attorney's Office, contains the budget details for this $69,308 grant agreement.

Required Match: None.

Indirect Costs: The proposed resolution provides for a waiver of indirect costs in order to allocate all grant funds to direct project costs.

Comment:

1. The Budget Analyst recommends that the proposed resolution be amended to designate the new position as "G" or "Grant-funded" so that this position would expire upon termination of the grant agreement.

2. Attachment II is a Grant Application Information Form as prepared by the District Attorney.

3. The District Attorney has prepared a Disability Access Checklist for the proposed grant agreement. The Checklist is on file with the Clerk of the Board of Supervisors.

4. The proposed resolution contains a provision that authorizes the District Attorney to amend the proposed grant agreement with the State Control Board without obtaining subsequent approval by the Board of Supervisors, unless such amendment has fiscal impact to the City. Amendments to the grant agreement with fiscal impact to the City would still require Board of Supervisors approval.

Recommendation:

1. Amend the proposed resolution to designate the new position created under the grant agreement as "G" or "Grant-funded."

2. Approval of the proposed resolution, as amended, is a policy matter for the Board of Supervisors since this resolution authorizes the District Attorney to amend the proposed grant agreement with the State Board of Control without obtaining subsequent approval by the Board of Supervisors, unless such amendment has fiscal impact to the City. Amendments to the grant agreement with fiscal impact to the City would still require Board of Supervisors approval.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
President Ammiano
Supervisor Brown
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Yaki
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Steve Kawa
Ted Lakey

Exhibit B

CRIMINAL DISPOSITION
BUDGET WORKSHEET
San Francisco District Attorney

County and Agency

SALARIES AND WAGES

Position/Class	Salary	FTE	Total
8132	$ 49,094.00	1	$ 49,094.00

BENEFITS

	Rate	FTE	Total
	$ 13,035.00	1	$ 13,035.00

OPERATING AND OVERHEAD EXPENSES (please specify and see note 1 below)

Rent: $256.58/mo x 12 months	$ 3,079.00 *	
Telephone: $100/mo x 12 months	$ 1,200.00 *	
Training: Est. Conference fee & mileage	$ 250.00	
Travel: Estimated hotel & per diem		
Hotel: Gov't rate for Sacramento x 4 trips:	$ 476.00	
Meals & Incidentals: lunch @ $8 per day:	$ 24.00	$ 500.00
Office Supplies: $1,000 a year	$ 1,000.00 *	
Miscellaneous: Postage: $150 per year	$ 150.00 *	
Miscellaneous: printing & photocopying	$ 1,000.00 *	
TOTAL OPERATING EXPENSES		$ 7,179.00

*based on direct labor % of DA's office expenses

TOTAL BUDGET	$ 69,308.00

Note 1: Any equipment for which the County requests reimbursement from the Board must be requested in writing by the County and approved in writing by the Board prior to purchase. The Board reserves the option of not reimbursing equipment that is not requested and approved in writing prior to purchase.

File Number: _____

Grant Application Information Form

99 JUN -4 PM 1:50

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: **The Board of Supervisors**
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: DISTRICT ATTORNEY

2. Contact Person: TERESA SERATA Telephone: 553-1895

3. Project Title: CRIMINAL RESTITUTION COMPACT

4. Grant Source Agency: STATE BOARD OF CONTROL

5. Type of Funds: __ Federal __ Federal-State (Pass-Through) X State __ Local __ Private

6. Proposed (New)/ Continuation) Grant Project Summary:
The California Victims of Crime Program (VOCP) was statutorily created to assist eligible victims of crimes ~~and eligible~~ family members by providng financial assistance for eligible pecuniary losses incurred as a direct result of crimes committed against them (Government Code 13959 et al.). Eligible pecuniary losses m include medical, mental health and funeral/furial expenses as well as income and/or support losses. The Primary source of revenue for the program is derived fr the imposition and collection of penalty assessments and restitution fines levied against convicted offenders. The intent of this contract is to ensure that appropriate diversion restitution fee is in place for all diverted offenders.

7. Amount of Grant Funding Applied for: ~~$69,308~~

8. Maximum Funding Amount Available: $69,308

9. Required Matching Funds? Yes: ___ No: xx / Cash or In-kind? _____

If yes, list dollar amount and identify source of Matching Funds in Department Budget:

10. Number of new positions created and funded: 1.00

11. If new positions are created, explain the disposition of employees once the grant ends?
Employee will be terminated

12. Are indirect costs eligible costs for this grant? Yes: ____ No: x

If yes, please identify the amount of $ in indirect costs? _____

13. Amount to be spent on contractual services: No

14. a.) Will contractual services be put out to bid? N/A

b). If so, will contract services help to further the goals of the department's MBE/WBE requirements? _____

15. Is this likely to be a one-time or ongoing request for contracting out? On-going

16. Term of Grant: Start-Date: 7-1-99 End-Date: 6-30-00

17. Date Department Notified of Available Funds: May 11, 1999

18. Grant Application Due Date: N/A

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation):

Grantee must be designated by the Board of Supervisors as the agency delivering comprehensive services to crime victims. Legislatively mandated services are described in Government Code 13959 et seq.

20. Department Head Approval: Terence Hallinan (Name) District Attorney (Title)

Terence Hallinan
(Signature)

City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Tuesday, July 06, 1999 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

CONSENT AGENDA

All matters listed hereunder constitute a Consent Agenda, are considered to be routine and will be acted upon by a single roll call vote of the Committee. There will be no separate discussion of these items unless a member of the Committee so requests, in which event the matter shall be removed from the Consent Agenda and considered as a separate item.

1. 991059 **[Grant - State]**

Resolution authorizing the District Attorney of the City and County of San Francisco to accept and expend funds made available through the Office of Criminal Justice Planning for a project entitled "Violence Against Women Vertical Prosecution - Elder Abuse" and waiving indirect costs due to funding constraints. (District Attorney)

5/24/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 991219 **[Contract to pay for workers at the medical clinic in the Larkin Street Youth Center's HIV Program located at 129 Hyde Street]**

Resolution authorizing the Department of Public Health, Community Health Network, Special Programs for Youth, to enter retroactively into a subcontract agreement in the amount of $22,785 with the Larkin Street Youth Center, the primary contractor, to provide support personnel to the Larkin Street Youth Center HIV Specialty Clinic, which does not include patent infringement indemnification and false claims clauses; waiving indirect costs; providing for ratification of action previously taken. (Department of Public Health)

6/16/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

3. 991220 **[Grant funds for computer services needed to complete a study about the Impact of Treatment on Demand on Injection Drug Users in the San Francisco Bay Area]**

Resolution authorizing the Department of Public Health, Population Health and Prevention Division, to enter retroactively into a subcontract in the amount of $4,565 with the University of California Urban Health Study, the primary contractor, to provide data management services for the Urban Health Study which does not include patent infringement indemnification and false claims clauses; waiving indirect costs; providing for ratification of action previously taken. (Department of Public Health)

6/16/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

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4. 991221 **[State Grant funds to provide an Asian and Pacific Islander Parental Stressline and to provide child abuse prevention services in schools and child care centers]**

Resolution authorizing the Department of Human Services to retroactively accept and expend a grant increase from the California Department of Social Services in the amount of $87,324 for fiscal year 1998-1999. (Department of Human Services)

6/18/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

5. 991223 **[Ford Foundation Grant to support a program to help young women and girls not to become prostitutes]**

Resolution authorizing the District Attorney of the City and County of San Francisco to, retroactively, accept and expend one-time funds in the amount of $120,000 from the Ford Foundation to support the First Offender Prostitution Program and waiving indirect costs due to funding constraints. (District Attorney)

6/16/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

6. 991267 **[Federal Grant, Mayor's Office of Community Development, for community revitalization efforts in Visitacion Valley neighborhood (five new community facilities - a multi-service center, a senior center and three child care centers).]**

Resolution authorizing the Mayor of the City and County of San Francisco to accept and expend Economic Development Initiative (EDI)-Special Project funds in the total amount not to exceed $700,000 from the U.S. Department of Housing and Urban Development (HUD). (Mayor)

6/21/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

REGULAR AGENDA

7. 991002 **[San Francisco CARES Program]**

Supervisors Teng, Bierman, Ammiano, Katz, Yaki, Brown, Kaufman, Leno, Newsom, Becerril

Resolution urging the Department of Children, Youth and Their Families to create and implement a San Francisco C.A.R.E.S (Compensation and Retention Encourage Stability) Program, designed to encourage local child care teachers and providers to continue their education and remain in the child care field by providing incentive stipends to reward child care professionals and family child care providers.

5/17/99, REFERRED FOR ADOPTION WITHOUT COMMITTEE REFERENCE AGENDA AT THE NEXT BOARD MEETING.

5/24/99, SEVERED FROM FOR ADOPTION WITHOUT COMMITTEE REFERENCE AGENDA. At the request of Supervisor Yee, this matter was severed for the purpose of referring it to Committee.

5/24/99, REFERRED to Housing and Social Policy Committee. Supervisors Bierman, Ammiano, Katz, requested to be added as co-sponsors.

8. **990623** **[Graffiti Abatement Procedures]**

Supervisors Teng, Kaufman, Newsom, Yaki, Becerril, Katz, Brown

Ordinance amending Public Works Code Sections 1304 and 1305 relating to graffiti abatement procedures for subsequent graffiti on the same property for the 12 month period following the initial removal and to exclude owner option to consent to Director's removal of subsequent graffiti on the same property for the 12 month period following the initial removal.

(Amends Sections 1304 and 1305.)

4/5/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 5/5/1999.

9. **990648** **[Graffiti Special Investigation Unit, Police Department]**

Supervisors Teng, Kaufman, Newsom, Yaki, Becerril, Katz, Brown

Hearing to consider the creation of a graffiti special investigations unit at the San Francisco Police Department.

4/5/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

10. **990822** **[Litter Removal and Ashtrays]**

Supervisors Teng, Bierman

Ordinance amending Public Works Code Sections 170, 173 and 174 to require places of employment to provide and maintain ashtrays for patrons and employees who smoke and specifying that accumulation of cigarette and cigar butts on the public right-of-way is prohibited.

(Amends Sections 170, 173 and 174.)

4/26/99, ASSIGNED UNDER 30 DAY RULE to Transportation and Land Use Committee, expires on 5/26/1999.
6/14/99, SUBSTITUTED. SUBSTITUTED by Supervisor Teng in Board, bearing new title.
6/14/99, ASSIGNED to Housing and Social Policy Committee.

SPECIAL ORDER - 11:00 A.M.

11. 990168 **[Rent Ordinance]**

Supervisors Leno, Bierman

Ordinance amending Administrative Code (Residential Rent Stabilization and Arbitration Ordinance) by amending the definition of "Housing Services" in Section 37.2(g) to include rights permitted the tenant by agreement, including the right to have a specific number of occupants in a unit, whether express or implied, and whether or not the agreement prohibits subletting or assignment; and by amending Section 37.9(a)(2) to provide that, notwithstanding any lease provision to the contrary, the landlord shall not endeavor to recover possession of the rental unit as a result of subletting by the tenant if the landlord has unreasonably withheld the right to sublet, so long as the tenant continues to reside in the unit and the sublet constitutes a one-for-one replacement of the departing tenant(s).

(Amends Sections 37.2(g) and 37.9(a)(2).)

2/1/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 3/3/1999.
3/16/99, CONTINUED. Continued to April 6, 1999, meeting. Speakers: None.
3/22/99, SUBSTITUTED.
3/22/99, ASSIGNED to Housing and Social Policy Committee.
4/6/99, CONTINUED TO CALL OF THE CHAIR. (Continued at the request of sponsor.)
5/24/99, SUBSTITUTED.
5/24/99, ASSIGNED to Housing and Social Policy Committee.
6/1/99, CONTINUED. Heard in Committee. Continued to July 6, 1999, at 11:00 a.m.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

Rule 5.40 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

991145 **[Tobacco Sales Permit]**

Supervisor Newsom

Ordinance amending Police Code by adding Article 47, consisting of Sections 4700 through 4708, establishing the requirements of a permit for tobacco sales.

(Adds Article 47, Sections 4700 through 4708.)

6/7/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 7/7/1999.

991146 **[Discrimination Based on Perception, Association or Retaliation]**

Supervisor Ammiano

Ordinance amending Administrative Code Chapter 12A by amending Sections 12A.1, 12A.5, and 12A.8, Chapter 12B by amending Sections 12B.1 and 12B.2, Chapter 12C by amending Sections 12C.1 and 12C.3, and amending Police Code Article 33 by amending Sections 3303, 3304 and 3305 to prohibit discrimination based on fact or perception, discrimination based on association with members of protected classes of persons or retaliation for opposition to discrimination.

(Amends Administrative Code Chapter 12A Sections 12A.1, 12A.5 and 12A.8; Chapter 12B Sections 12B.1 and 12B.2; Chapter 12C Sections 12C.1 and 12C.3; amends Police Code Article 33 Sections 3303, 3304 and 3305.)

6/7/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 7/7/1999.

991147 **[Cart Anti-Removal Program]**

Supervisor Brown

Ordinance amending Public Works Code by adding Article 24 Sections 1400-1406, requiring permanently affixed signs on carts and requiring businesses to develop and implement a cart anti-removal program.

(Adds Article 24 Sections 1400-1406.)

6/7/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 7/7/1999.

991265 **[Amending Rent Control Ordinance to delete provision that a landlord shall not evict under the Ellis Act unless no other cause exists, specify notice requirements and place other requirements on Rent Board required under State law known as the Ellis Act.]**

Ordinance amending Chapter 37 of the San Francisco Administrative Code ("Residential Rent Stabilization and Arbitration Ordinance") to further implement and conform to the Ellis Act (California Government Code Sections 7060 et seq.), by amending Sections 36.9(a)(13) to remove the provision that the landlord not have other cause under Section 37.9(a) in order to evict under Section 37.9(a)(13); and by amending Section 37.9A to further specify requirements of notice to the Rent Board and to affected tenants (including former tenants), to require Rent Board recordation of a notice of constraints with the County Recorder, to require that the Rent Board maintain a register of all rental units withdrawn under the Ellis Act, and to provide for investigations of compliance status; and with technical nonsubstantive changes to conform to related renumbering within Section 37.9A, to further identify the Ellis Act, and to identify the Central Permit Bureau as part of the Department of Building Inspection. (Rent Stabilization and Arbitration Board)

(Amends Chapter 37 Sections 37.9(a)(13), 37.9A.)

6/21/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 7/28/1999.

991281 **[To require the Fire Department and Department of Building Inspection to prepare the 1998 Interim Codes as Legislative Drafts]**

Supervisor Teng

Draft ordinance amending Administrative Code by adding Section 67.33 to require the Fire Department and Department of Building Inspection to prepare the 1998 San Francisco Interim Codes as legislative drafts, specifying the basic organization, manner of annotation, the detail required, and the completion and public availability dates; while providing for the expiration of the effectiveness of Section 67.33.

(Adds Section 67.33.)

6/28/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 7/28/1999.

Watch future agendas for matters.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requests are made by 4:00 p.m. of the Friday before the Board meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda, contact Annette Lonich at (415) 554-7706.

Following a meeting minutes are available in alternative formats. Contact Marie McKechnie at (415) 554-7722.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force at 554-6171.

HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

IMPORTANT HEARING NOTICE!!!

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BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

July 2, 1999

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: July 6, 1999 Housing and Social Policy Committee Meeting

Item 1 – File 99-1059

Department:	District Attorney
Item:	Resolution authorizing the District Attorney to accept and expend funds in the amount of $108,812 and to waive indirect costs for a continuing project entitled "Violence Against Women Vertical Prosecution – Elder Abuse."
Grant Amount:	$108,812
Grant Period:	June 1, 1999 to October 31, 1999 (five months)
Source of Funds:	State of California Office of Criminal Justice Planning, through the Violence Against Women Act
Program:	Violence Against Women Vertical Prosecution – Elder Abuse
Description:	Since March 1, 1998, the District Attorney's Office has received grant funds of $220,110 annually from the State of California Office of Criminal Justice Planning to fund

the Violence Against Women Vertical Prosecution Program. This project investigates and vertically prosecutes cases of violence, domestic violence, and sexual assault against elderly women and other women who are vulnerable to abuse. "Vertical prosecution" refers to the assignment of an attorney as a case manager for the entire life of each complete prosecution process. According to the District Attorney's Office, 21 defendants charged with violence against women have been vertically prosecuted by the City and County of San Francisco between March 1, 1998 and February 28, 1999 (the first two years of the program).

As part of this $220,110 annual grant, the City and County of San Francisco is required to provide a local match of $73,369 (25 percent of the total program funding) for a total project cost of $293,479 per year.

This resolution would authorize the District Attorney to accept and expend one-time only grant funds in the amount of $108,812 to augment the $220,110 in ongoing Office of Criminal Justice Planning funding for the Violence Against Women Vertical Prosecution Program.

This proposed $108,812 augmentation of the existing grant, plus $36,271 in required matching funds for a total of $145,083, will enable the District Attorney for five months between June 1 and October 31, 1999 to assign 3.6 FTEs, including attorneys and investigators (see Comment 1), to handle cases of domestic violence, sexual assault, and stalking against elderly women and other women vulnerable to abuse. According to the District Attorney's Office, this will facilitate consistent follow-up and strong victim support for women of color, recent immigrants, and limited English speakers.

The proposed grant augmentation will also permit the allocation of $16,896 to personal services contracts. The consultant hired will (a) establish computer tracking mechanisms for all grant activities, and (b) assist with a multidisciplinary training and collaboration conference. The District Attorney's Office reports that a Request for Proposal has been issued to three prospective bidders. As

of the writing of this report, a consultant has not yet been selected.

Furthermore, the proposed grant augmentation will allocate (a) $8,800 to equipment purchase, and (b) $1,088 to the Controller's Office to partially fund its annual audit of all City grants. This audit will also meet the Office of Criminal Justice Planning's requirement for an annual audit of the Violence Against Women Vertical Prosecution Program.

Budget:

The breakdown of the proposed budget of $145,083 ($108,812 grant funds, plus $36,271 in the required match contribution) is summarized below:

Salaries (see Comment 1 below)	$100,557
Fringe Benefits (14.3 percent)	14,388
Operating Expenses	
Telephone	1,213
Supplies	1,370
Photocopy	583
Postage	188
Total Operating	3,354
Equipment	
Tape Enhancer and Dual Tape Recorder	1,800
Computer, printer and software	7,000
Total Equipment	8,800
Controller's Office for Annual Grant Audit	1,088
Consultant	16,896
Indirect Costs	-
TOTAL BUDGET:	**$145,083**

Required Match:

$36,271 or 25 percent of the total $145,083 proposed grant monies. The District Attorney's Office reports that its matching funds have been appropriated in the District Attorney's FY 1999-2000 budget.

Indirect Costs: The District Attorney has requested that indirect costs be waived in order to maximize the amount of monies available for the program's direct costs.

Comments: 1. The grant and the local match will partially fund 3.6 FTEs for a period of five months from June 1 – October 31, 1999, as follows:

Position	FTEs	Amount
8129 Victim Witness Investigators	1.2	$23,209
1846 Investigators	1.25	35,048
1374 Special Assistant	0.2	6,994
8183 Assistant Chief Attorney	0.15	8,274
8182 Head Attorneys	0.2	10,002
8178 Senior Attorney	0.2	6,937
1024 ADMTR Supervisor	0.15	4,136
1822 Administrative Assistant	0.25	5,957
	3.6	$100,557

2. The District Attorney's Office advises that as of June 1, 1999, it began expending the subject funds on this project prior to obtaining Board of Supervisors approval, in order to be able to expend all subject funds by October 31, 1999, as required by the OCJP. Therefore, the proposed resolution should be amended for retroactivity.

3. The attachment is a Grant Application Information Form as prepared by the District Attorney.

4. The District Attorney has prepared a Disability Access Checklist for the proposed grant augmentation. The checklist is on file with the Clerk of the Board of Supervisors.

Recommendations: 1. In accordance with Comment 2 above, amend the resolution to provide for retroactivity.

2 Since funds have been expended prior to obtaining Board of Supervisors approval, approval of the proposed

resolution as amended is a policy matter for the Board of Supervisors.

Letter of Intent to File a Grant Application
(submitted in triplicate)

To: The Board of Supervisors
Attn: Clerk of the Board

Request for authorization to submit a grant application as described below:

Department:	District Attorney
Contact Person:	Teresa Serata, Director of Finance and Administration
Project Title:	Violence Against Women Vertical Prosecution – Elder Abuse
Grant Source:	Governor's Office of Criminal Justice Planning

Proposed (New / Continuing) Grant Proposal Summary:

This augmentation of the District Attorney's existing grant from the state Office of Criminal Justice Planning (OCJP) will enable the department to dedicate additional attorney, investigator and victim advocacy staff to handle egregious cases of domestic violence, sexual assault and stalking perpetrated against elderly women and other particularly vulnerable victims.

Amount of Grant Funding Applied for:	$108,812 (6/1-10/31/99)
Maximum Funding Amount Available:	$108,812 (6/1/99-10/31/99)
Required Matching Funds:	$36,271
Number of Positions Created and Funded:	2.65 (grant); 0.95 (match) (6/1-10-31-99)
Amount To Be Spent On Contractual Services:	$16,896
Will Contractual Services Be Put Out on Bid?	Yes

Term of Grant:	Junel, 1999 to October 31, 1999
Date Department Notified of Available Funds:	Ongoing/Augmentation and Extension
Application Due Date:	May 17, 1999

Grant Funding Guidelines and Options (from RFP, grant announcement or appropriations legislation):

The VAW-VP grant supports vertical prosecution of crimes against women, including domestic violence, sexual assault and stalking.

Assessment of Need for Grant Funding

Crimes against elderly women and other particularly vulnerable victims are particularly egregious and devastating for the victims. Nowhere is this more so than in cases of domestic violence, sexual assault and stalking. The impact of these crimes against the elderly is made more acute and complex when the victim is a woman of color, recent immigrant, or limited English speaker. These cases require consistent follow-up and strong victim support.

Department or Commission Approval

Item 2 – File 99-1219

Department: Department of Public Health

Item: Resolution authorizing the Department of Public Health, Community Health Network (CHN), Special Programs for Youth, to enter retroactively into a subcontract agreement in the amount of $22,785 with the Larkin Street Youth Center (LSYC), the primary contractor, to provide support personnel to the Larkin Street Youth Center HIV Specialty Clinic, which does not include patent infringement indemnification and false claims clauses; waiving indirect costs; providing for ratification of action previously taken.

Contract Amount: $22,785

Contract Period: October 1, 1998 to September 30, 2001, then annually renewable for 2 years.

Source of Funds: Larkin Street Youth Center's Ryan White CARE Title IV Funds

Program: Special Programs for Youth

Description: As part of a collaborative effort, CHN's Special Programs for Youth will be a subcontractor and provide nurse practitioner services to LSYC's HIV Specialty Clinic. This effort will expand and enhance existing services for HIV+ youth at the Clinic, which is accessible to any San Francisco youth, aged 13-24.

Budget: As provided by LSYC, the budget details for the $22,785 payable to CHN by LSYC per the Subcontract Agreement are provided below.

Services	Amount
Nurse Practitioner (Class 2328) Salary (482 hours @ $36.125/hr.)	$17,412
Fringes	4,873
Lab Pick-Up	500
Total	$22,785

Comments:

1. The proposed resolution states that the University of California has agreed to reimburse the CHN, Special Programs for Youth, in the amount of $22,785; however, Mr. Michael Baxter of CHN advises that the Larkin Street Youth Center will be the actual party to reimburse the CHN.

2. The proposed resolution contains a provision that authorizes the Director of Public Health to enter into similar agreements with LSYC if the Subcontract Agreement recurs or is renewed, without obtaining subsequent approval by the Board of Supervisors.

3. The Subcontract Agreement also requires that the City waive (1) the requirement contained in Sections 6.21 and 21.19 of the City Administrative Code for indemnification of the City by the California Department of Health Services for the infringement of patent rights; and, (2) the requirement contained in Section 6.57(c) of the City's Administrative Code reciting the false claim provisions contained in Section 6.57(a) of the City's Administrative Code. Mr. Gregory Abrams, Deputy City Attorney, advises that waiving such provisions in the Subcontract Agreement appear to pose minimal risk to the City, according to Mr. Abrams.

4. Mr. Baxter of CHN explained that a delay in LSYC's procurement of grant funds necessitated the retroactivity of the Subcontract Agreement since expenditures have already been incurred by CHN.

Recommendations:

1. In accordance with Comment No. 1 above, amend the proposed resolution to reflect that Larkin Street Youth Center, not the University of California, has agreed to reimburse the Department of Public Health, Community Health Network, Special Programs for Youth, in the amount of $22,785 under the terms of the Subcontract Agreement.

2. Approval of the proposed resolution, as amended, is a policy matter for the Board of Supervisors since (1) expenditures have already been incurred by the Department of Public Health prior to obtaining approval from the Board of Supervisors; and, (2) the Department of Public Health would be authorized to enter into similar subcontract agreements in the future with Larkin Street Youth Center without obtaining subsequent approval by the Board of Supervisors.

Item 3 – File 99-1220

Department: Department of Public Health (DPH)

Item: Resolution authorizing the Department of Public Health, Population Health and Prevention Division, Community Substance Abuse Services (CSAS) to enter retroactively into a subcontract with the University of California at San Francisco (UCSF) Urban Health Study, the primary contractor, to provide data management services for the Urban Health Study; and to enter into an agreement which does not include patent infringement indemnification and false claims clauses.

Contract Amount: $4,565

Contract Period: July 1, 1998 through June 30, 1999

Description: The Department of Public Health, Community Substance Abuse Services (CSAS), is collaborating with the UCSF Urban Health Study, the primary recipient of a grant from The Robert Wood Johnson Foundation, for a project titled, The Impact of Treatment on Demand on Injection Drug Users in the San Francisco Bay Area. This resolution proposes a subcontract in the amount of $4,565 for the first year of a three-year subcontract for DPH to provide data management services to the above project. In year 2 of the subcontract DPH is to receive $27,136 from the Urban Health Study to provide for the costs of searching the CSAS data base and in year 3 of the subcontract DPH is to receive $19,048 from the Urban Health Study to analyze the collected data.

Dr. Alice Gleghorn of DPH states that the proposed subcontract is to provide data to the Urban Health Study on the number of injection drug users who receive drug treatment on demand and on the results of the treatment. The Urban Health Study has been collecting data since 1986 on drug users who are not receiving treatment for drug use, and the data provided by DPH will allow the researchers to evaluate if on-demand drug treatment is effective for this group of drug users

Dr. Gleghorn will be responsible for data management services, providing access and oversight of CSAS data collection and facilitating access to other departmental and City data sets needed for this study.

Budget:

As provided by the Urban Health Study, the budget details for the $4,565 payable to CSAS by UCSF per the subcontract agreement are provided below. Year 1 of the subcontract is retroactive to July 1, 1998 through June 30, 1999.

2803 Epidemiologist II (0.05 FTE @ $67,000/year)	$3,350
Fringe benefits (25%)	838
Indirect costs	377
Total	$4,565

Comment:

1. The subcontract agreement requires that the City waive (1) the requirement contained in Sections 6.21 and 21.19 of the City Administrative Code for indemnification of the City by UCSF for the infringement of patent rights; and, (2) the requirement contained in Section 6.57(c) of the City's Administrative Code reciting the false claim provisions contained in Section 6.57(a) of the City's Administrative Code. Mr. Gregory Abrams, Deputy City Attorney, advises that waiving such provisions in this contract appear to pose minimal risk to the City.

2 The Attachment is a summary of the grant application information form, as prepared by the DPH, for the proposed subcontract.

3. The DPH has prepared a Disability Checklist for the proposed grant funds, which is on file with the Clerk of the Board of Supervisors.

4. Dr. Gleghorn of DPH explained that as a result of a delay in the Urban Health Study processing of the grant funds, expenditures were incurred by DPH prior to obtaining Board of Supervisors approval of this subcontract. Therefore, the resolution provides for entering into this subcontract on a retroactive basis.

5. The proposed resolution contains a provision that authorizes the Director of Public Health to enter into similar agreements with the University of California if the contract recurs or is renewed.

Recommendation: Approval of the proposed resolution is a policy matter for the Board of Supervisors since (a) the funds have already been expended prior to obtaining approval from the Board of Supervisors, and (b) this resolution authorizes the Director of Public Health to enter into similar future subcontracts with the University of California without obtaining approval of the Board of Supervisors.

File Number:_____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: **The Board of Supervisors**
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Public Health; Population Health and Prevention; Community Substance Abuse Services.

2. Contact Person: Alice Gleghorn Telephone: 255-3722

3. Project Title: The Impact of Treatment on Demand on Injection Drug Users in the San Francisco Bay Area

4. Grant Source Agency: UCSF Urban Health Study

5. Type of Funds: __Federal __ Federal-State (Pass-Through) __ State __ Local X Private

6. Proposed (New/Continuation) Grant Project Summary:

The Department of Public Health, Community Substance Abuse Services, is collaborating with the UCSF Urban Health Study, the prime recipient of a grant from The Robert Wood Johnson Foundation for the Project named above. A subcontract in the amount of $4,565 for year 01 of the subcontract will support the activities of Alice Gleghorn, Ph.D., who will be responsible for data management services, providing access and oversight of CSAS data collection and facilitating access to other departmental and municipal data sets needed for this study. Funds will increase in year 02 as needed to search the CSAS database increases and will decrease in year 03 as data collection winds down.

The subcontract is in the form of a purchase order because the total for the first year is so small ($4,565); the estimate for year 02 is $27,136 and year 03 is $19,048. The purchase order was also used because of delays as the result of budget staff transitions at the Urban Health Study.

7. Amount of Grant Funding Applied for: $$4,565

8. Maximum Funding Amount Available: Not applicable.

9. Required Matching Funds? Yes: ___No: X Cash or In-kind: $0

10. Number of new positions created and funded: None

11. If new positions are created, explain the disposition of employees once the grant ends: Not applicable.

12. Are indirect costs eligible costs for this grant subcontract? Yes:___ No: X

If yes, please identify the amount of $ in indirect costs: $0

13. Amount to be spent on contractual services: None

14. a.) Will contractual services be put out to bid?: Yes: __ No: __: Not applicable

b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? : Not applicable

15. Is this likely to be a one-time or ongoing request for contracting out?: One time

16. Term of Grant: Start-Date: July 1, 1998 End-Date: June 30,2001

17. Date Department Notified of Available Funds: Not applicable.

18. Grant Application Due Date: Not applicable

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation): Total for three years is not to exceed $50,749. Invoices must be itemized and submitted in arrears.

20. Department Head Approval: Mitchell Katz, M.D., Director of Health

Signature

Item 4 – File 99-1221

Department: Department of Human Services (DHS)

Item: Resolution authorizing the DHS to retroactively accept and expend a grant augmentation in the amount of $87,324 for FY 1998-99 for an Asian/Pacific Islander Parental Stressline and direct child abuse prevention services in child care centers and schools.

Grant Amount: $87,324

Grant Period: July 1, 1998 – June 30, 1999

Source of Funds: California Department of Social Services

Program: Child Abuse Prevention, Intervention and Treatment (CAPIT), Local Agreement 9738-A-1

Description: In FY 1997-98 and FY 1998-99, the City and County of San Francisco has received an annual CAPIT Grant of $170,446 from the California Department of Social Services for child abuse prevention, intervention, and treatment services delivered in line with a California Office of Child Abuse Prevention-approved county plan. San Francisco and other counties have received these CAPIT Grant monies in order to strengthen their local child abuse councils, coordinate new child abuse services with existing ones, and fund prevention programs through nonprofit agencies. The purpose of these grants is to provide for (a) the identification and provision of services for isolated families, particularly those with children five years of age or younger, (b) home visiting programs employing research-based best practice models, and (c) services for child victims of crime.

In September 1998 additional CAPIT Grant funds in the amount of $87,324 were made available for expenditure by June 30, 1999. According to Mr. John Tsutakawa, DHS Contract Manager, the subject $87,324 CAPIT Grant increase was approved by the Board of Supervisors as part of a DHS supplemental appropriation in December 1998 (Files 98-1980 and 98-1981). This subsequent resolution is intended to meet a California

Office of Child Abuse Prevention requirement that the DHS obtain a specific Board of Supervisors resolution to accept and expend the grant increase on the Asian/Pacific Islander Parental Stressline and direct child abuse prevention services in child care centers and schools.

Budget: The FY 1998-99 CAPIT Grant increase can be summarized as follows:

Professional Services:	
Asian/Pacific Islander Parental Stressline	$23,333
Child Abuse Prevention Services	$63,991
Total	$87,324

A more detailed breakdown of these two programs' budgets, provided by the Department of Human Services, is contained in Attachment 1.

Required Match: None

Indirect Costs: Indirect costs have been waived to maximize the amount of monies available for the programs' direct costs.

Comment:

1. As noted above, the Board of Supervisors authorized the DHS to accept and expend the $87,324 as part of a DHS supplemental appropriation in December 1998 (Files 98-1980 and 98-1981). This subsequent resolution is solely intended to fulfil the California Office of Child Abuse Prevention requirement for a specific Board of Supervisors resolution to accept and expend the grant increase on the Asian/Pacific Islander Parental Stressline and direct child abuse prevention services in child care centers and schools.

2. Attachment II to this report is a Grant Application Information Form as prepared by the Executive Director of the Department of Human Services.

3. The Department of Human Services has prepared a Disability Access Checklist for the proposed grant increase. The checklist is on file with the Clerk of the Board of Supervisors.

Recommendation: Approve the proposed resolution.

BOARD OF SUPERVISORS
BUDGET ANALYST

Asian Pacific Islander Parental Stressline

Budget for services provided from 11/98-6/30/99

Hotline Coordinator	.30 FTE X 8 months	$6,400
Benefits	at approx 20%	$1,280
Utilities, phone	$300/month	$2,400
Office Supplies	$41.67/month	$333
Printing and reproduction	$64.83/month	$519
Insurance	$33.33/month	$267
Office of Samoan Affairs	416 hours of hotline coverage	$3,744
Lao Seri Association	277 hours of hotline coverage	$2,995
Cambodian Family Services	277 hours of hotline coverage	$2,995
Publicity and outreach	$125/month	$1,000
Indirect admin support	.08 FTE X 8 months	$1,109
Indirect benefits	at approx 20%	$222
Indirect office supplies	$8.58/month	$69
Total		$23,333

San Francisco Child Abuse Council

Budget for modification for increased services FY 98/99

Executive Director	added .17 FTE X 9 months	$7,500
Office Manager	added .17 FTE X 9 months	$3,750
Education Counselor	.75 FTE X 9 months	$22,500
Utilities	$83/month X 9 months	$750
Office supplies	$41/month x 9 months	$375
Printing	$21/month x 9 months	$188
Insurance	$24/month X 9 months	$221
Staff Training	$83/month X 9 months	$750
Staff Travel	$42/month X 9 months	$375
Trainers	150 hours X $64/hour	$9,650
Accountant	$83/month X 9 months	$750
Audit	estimated cost	$1,000
Curriculums	estimated cost training materials	$2,182
Conference	2-day conference, 250 attendees	$4,000
Computer equipment	One time cost, 3 PC's, printer	$7,250
Furniture	One time cost	$2,250
TV/VCR for training	One time cost	$500
Total		$63,991.00

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: **The Board of Supervisors**
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Human Services
2. Contact Person: John Tsutakawa Telephone: (415) 557-5680
3. Project Title: CAPIT Grant, Local Agreement 9738-A-1
4. Grant Source Agency: California Department of Social Services
5. Type of Fund: __ Fed __ Fed-State Pass-through __ State X Local __ Private
6. Proposed Grant Project Summary: These funds are added to the current CAPIT Grant which funds child abuse prevention and intervention services. These specific funds will be used to augment the SF Child Abuse Contract and the A/PI Parent Stressline.
7. Amount of Grant Funding Applied for: $87,324 modification
8. Maximum Funding Amount Available: $87,324
9. Required Matching Funds? $0
   If yes, list dollar amount and identify source of Matching Funds in Department Budget:
10. Number of new positions created and funded: 0
11. If new positions are created, explain the disposition of employees once the grant ends?

12. Are indirect costs eligible costs for this grant? Yes.

13. Amount to be spent on contractual services: $87,324

14. a.) Will Contracted Services be put out to bid? No.

    b.) If so, will contract services help to further the goals of the Department's MBE/WBE requirements? _____

15. Is this likely to be a one-time or ongoing request for contracting out? Ongoing

16. Term of Grant: 7/1/98-6/30/99

17. Date Department Notified of Available Funds: September, 1998

18. Grant Application Due Date: September, 1998

19. Grant Funding Guidelines and Options (selected from RFP, Grant Announcement or appropriations legislation): _____

20. Department Head Approval: Will Lightbourne (Name) Executive Director (Title)

    _____ (Signature)

Item 5 – File 99-1223

Department: District Attorney's Office

Item: Resolution authorizing the District Attorney to retroactively accept and expend one-time grant funds in the amount of $120,000 from the Ford Foundation to support the First Offender Prostitution Program (FOPP), waiving indirect costs.

Grant Amount: $120,000

Grant Period: February 1, 1999 to January 31, 2001

Source of Funds: The Ford Foundation

Indirect Costs: Ms. Teresa Serata of the District Attorney's Office advises that the granting agency does not allow indirect costs.

Project: First Offender Prostitution Program (FOPP)

Description: The District Attorney's Office advises that it has collaborated with the Mayor's Office, the Police, Sheriff and Probation Departments, Department of Public Health, Courts, Juvenile Justice System and SAGE Project (Standing Against Global Exploitation) to create the First Offender Prostitution Program (FOPP). The Program provides prevention services, such as counseling and treatment, for women attempting to leave prostitution. The Program also provides for the arrest of the male customers of prostitutes, and enrolls first time offenders in an education program in lieu of prosecution.

The District Attorney's Office reports that the Innovations in American Government Awards Program, a competition run by the Ford Foundation, Harvard University's John F. Kennedy School of Government, and the Council on Excellence in Government, selected the FOPP as a finalist in 1997, and awarded the Program $20,000. In 1998 the Innovations in American Government Awards Program selected FOPP again for an award of $100,000, resulting in a total award of $120,000.

According to Ms. Serata, the purpose of the proposed $120,000 grant is to fund activities that provide information about the FOPP to the general public, the media, professionals in the public safety and health fields, and elected officials.

Budget: As noted above, the subject $120,000 grant was awarded in two parts. The District Attorney's Office received $20,000 for the period July 1, 1998 to June 30, 2000 and received $100,000 for February 1, 1999 to January 31, 2001. The budget for these periods, provided by the District Attorney's Office, is as follows:

July 1, 1998 to June 30, 2000		
Professional & Specialized Services	$ 3,500	
(SAGE Staff -- 260 hours @ $13.50 per hour)		
Office and administrative expenses	2,000	
Materials and supplies	7,500	
Travel and meetings	3,000	
Other activities (speaker fees, events, etc.)	4,000	
Subtotal		$20,000
February 1, 1999 to January 31, 2001		
1373 Special Assistant	$ 5,966	
(160 hours @ $37.2875 per hour)		
Fringe Benefits	1,194	
Professional & Specialized Services	22,840	
(SAGE staff -- 1,692 hours @ $13.50 per hour)		
Video and web site	30,000	
Travel and meetings	15,000	
Outreach and speaker training	10,000	
Materials and media packet	15,000	
Subtotal		100,000
TOTAL		**$120,000**

The Budget Analyst has reviewed additional budget details, provided by the District Attorney's Office, to support the proposed budget.

Comment: 1. A total of $26,340 ($3,500 plus $22,840) of the subject $120,000 grant will be used to pay for Professional & Specialized Services to be provided by SAGE staff. Ms.

Serata reports that SAGE, a non-profit organization, was selected on a sole-source basis to provide such services because SAGE was an original founder of the FOPP project and therefore is uniquely qualified to provide such services. Ms. Serata advises that the District Attorney's Office has already reimbursed SAGE $8,631 for services performed prior to obtaining approval to accept and expend the subject grant funds from the Board of Supervisors. Therefore, the proposed resolution provides for retroactivity.

2. Ms. Serata states that approval to accept and expend the initial grant award of $20,000, received in September 1997, was not requested from the Board of Supervisors prior to now because the District Attorney's Office anticipated receipt of the subsequent $100,000 award and wanted the approval of the Board of Supervisors to accept and expend the total award of $120,000 at one time.

3. The Attachment to this report is the Letter of Intent to File a Grant Application for the proposed grant, prepared by the District Attorney's Office. The Attachment indicates that a new 0.75 FTE position would be created under the proposed grant. According to Ms. Serata, such a position would not be created, instead the District Attorney's Office would use $7,160 of the proposed $120,000 grant to fund salaries and fringe benefits for an existing 1373 Special Assistant position (160 total hours) to oversee the Program.

4. The District Attorney's Office has prepared a Disability Checklist for the proposed grant funds, which is on file with the Clerk of the Board of Supervisors.

Recommendation: Because a portion of the subject grant funds were expended prior to approval by the Board of Supervisors, approval of this resolution is a policy matter for the Board of Supervisors.

Letter of Intent to File a Grant Application
(submitted in triplicate)

To: The Board of Supervisors
Attn: Clerk of the Board

Request for authorization to submit a grant application as described below.

Department: District Attorney

Contact Person: Teresa Serata, Director of Finance and Administration

Project Title: First Offender Prostitution Program (FOPP)

Grant Source: The Ford Foundation

Proposed (New / Continuing) Grant Proposal Summary:

San Francisco's First Offender Prostitution Program (FOPP) is a unique collaboration between the District Attorney's Office, Mayor's Office, Police Department, Sheriff, Probation Department, Department of Public Health, Courts, Juvenile Justice System, SAGE Project, and other public and private agencies. FOPP was created to fundamentally shift local government's approach to prostitution offenses, aiding young women and girls to permanently exit the criminal justice system while directing law enforcement resources at the customers of prostitutes. FOPP is a dynamic departure from the previous practice of revolving door arrests of prostitutes, shifting resources from back-end, high-cost prosecution and jailing to front-end prevention, education, and treatment addressing the needs of young women and girls who are victims of sexual exploitation and violence. The return on investment has been remarkable considering the impact on the lives of those served, drastically lowered recidivism, resource savings to the criminal justice and health care systems, and improved quality of life in impacted neighborhoods. The three primary components of FOPP are:

I. Prevention Services for Girls: FOPP provides counseling, treatment, and support for girls in detention and on probation to aid them to permanently exit the criminal justice system and to rebuild their lives free of sexual exploitation, prostitution and abuse.

II. Early Intervention for Adult Women: FOPP provides assessments, referrals, peer support, training, and case management for women trying to exit prostitution. Specialized programs have been established in the jails and at substance abuse treatment facilities to ensure that sexual exploitation, abuse, and other issues common to prostitutes are addressed as part of recovery.

III. Arresting and Educating Customers: Police decoy operations arrest male customers of prostitutes and the District Attorney allows first-time customers to enroll in an 8 hour seminar in lieu of prosecution. Educators and prostitute survivors address the legal, health, and other risks and impacts of prostitution to provide a unique rehabilitative experience for the "johns". Part of the administrative fees collected from the customers funds prevention and intervention services for girls and women.

The Innovations in American Government Awards Program is a nationwide competition run by the Ford Foundation, Harvard University's John F. Kennedy School of Government, and the Council on Excellence in Government. In 1997, FOPP was selected as a finalist in the Innovations Program and received $20,000. In 1998, FOPP won the awards competition and received $100,000.

Amount of Grant Funding Applied For:	$120,000
Maximum Funding Amount Available:	$120,000
Required Matching Funds:	$0
Number of Positions Created and Funded:	0.75 FTE
Amount to be spent on Contractual Services:	$90,000
Will Contractual Services be put out on Bid?	No
Term of Grant:	February 1, 1999- January 31, 2001
Date Department Notified of Available Funds:	April 29, 1999
Application Due Date:	March 1, 1999

Grant Funding Guidelines and Options:
The Ford Foundation makes grant funds available to finalists and winners of the annual Innovations in American Government Awards Program competition to support communication, dissemination and replication activities in furtherance of program goals. It is the intent of the Innovations in American Government Awards Program to illustrate to the American public that government provides noteworthy innovative solutions to important public problems.

Assessment of Need for Grant Funding:

This grant recognizes the unique contribution of a highly innovative and effective approach to prostitution. Without support from the Ford Foundation, it is not possible for the program to effectively communicate its model, lessons learned and disseminate replication information.

Irene Hall
Department Head Approval

Item 6 – File 99-1267

Department:	Mayor's Office of Community Development (MOCD)
Item:	Resolution authorizing the Mayor to accept and expend Economic Development Initiative (EDI) – Special Project funds provided by the U.S. Department of Housing and Urban Development (HUD), in a total amount not to exceed $700,000, for the construction of five new community facilities in the Visitacion Valley neighborhood.
Grant Amount:	$700,000
Grant Period:	October 21, 1998 through October 20, 2001
Source of Funds:	U.S. Department of Housing and Urban Development (HUD); Economic Development Initiative (EDI) – Special Project Funds
Matching Funds:	None
Indirect Costs:	Ms. Pamela David of the Mayor's Office of Community Development (MOCD) advises that the EDI – Special Projects funds will be used to pay capital-related costs for projects included in the Community Development Program, and therefore, indirect costs associated with the EDI - Special Projects grant are already covered in the 1999 Community Development Block Grant.
Description:	The Economic Development Initiative, part of the U.S. Department of Housing and Urban Development, provides funds for specific development projects identified by Congress. The Mayor's Office of Community Development (MOCD) is responsible for administering the Federal Community Development process. The MOCD advises that the subject grant funds totaling $700,000 will be used for capital-related costs of five new community facilities in Visitacion Valley, as part of an overall Neighborhood Revitalization Program. The community facilities include three childcare centers, one senior community center, and one multi-purpose community center.

The City and HUD have entered into a Memorandum of Understanding (MOU) to construct affordable, low-density housing, and to improve social services to the Visitacion Valley community. Construction has begun on the new housing developments, which include the five new capital projects, earmarked to receive the subject $700,000 in EDI – Special Projects funds.

Budget:

The subject $700,000 will be granted to four nonprofit agencies for the five projects as follows:

1. Visitacion Valley Community Center will receive $19,000 for Heritage Home Child Care Center.

Heritage Homes Child Care Center	
Architectural and engineering fees	$ 13,000
Furnishings	6,000
Subtotal	**$ 19,000**

2. Geneva Valley Development Corporation will receive $400,000 for the Village Multi-Purpose Community Center.

The Village Multi-Purpose Community Center	
Administrative and legal costs	$ 31,684
Architectural and engineering fees	88,910
Permits, fees, and tests	45,000
Furnishings	40,000
Construction costs	194,406
Subtotal	**$400,000**

3. The Family Service Agency of San Francisco will receive $12,000 for the following project:

Britton Street Family Housing Child Care Center	
Architectural and engineering fees	$ 6,000
Furnishings	6,000
Subtotal	**$12,000**

3. The Visitacion Valley Community Center will receive $19,000 for the John King Senior Community Child Care Center.

John King Senior Community Child Care Center	
Architectural and engineering fees	$13,000
Furnishings	6,000
Subtotal	**$19,000**

4. John King Senior Center will receive $250,000 for the Senior Center.

John King Senior Center	
Architectural and engineering fees	$ 87,107
Administrative and legal costs	16,000
Construction costs and permits	146,893
Subtotal	**$250,000**
Total	**$700,000**

Attachment I provided by the MOCD contains a description of the five projects that are recipients of the EDI - Special Projects funds.

Comments:

1. According to Ms. David, grant funds became available October 21, 1998, but MOCD did not receive the grant agreement until May, 1999, due to delays by HUD in processing the grant agreement. According to Mr. Pon some funds have been expended by the recipient agencies for preconstruction costs, such as architectural and engineering fees and soil testing. As such, the proposed resolution should be amended to provide for retroactivity.

2. Attachment II is the Grant Application Information Form for the proposed grant, prepared by the MOCD.

3. The MOCD has completed a Disability Access Checklist for Grant Application for the proposed grant, which is on file with the Clerk of the Board of Supervisors.

Recommendations:

1. Amend the resolution to authorize the MOCD to retroactively accept and expend the proposed grant funds.

2. Approval of the proposed resolution is a policy matter for the Board of Supervisors since some funds have been expended prior to approval from the Board of Supervisors.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
President Ammiano
Supervisor Brown
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Yaki
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

Key Components of the Project, Estimated Cost for Each Component, Estimated Start and Completion Times, and Entity Responsible for Implementing Each Component

Heritage Homes Child Care Center

Heritage Homes is a 148 unit affordable family housing development being constructed on the former Geneva Towers site at 222 Schwerin Street. It will include a 45-space child care center. The project is being developed by Mercy Charities Housing California in partnership with Geneva Valley Development Corporation, a non-profit founded by the Geneva Towers Residents Association. HUD, the City, the AFL-CIO Housing Investment Trust and the Low Income Housing Tax Credit program are financing the $27 million project. In addition to the housing, these sources will pay for the shell of the child care center, which will cost $422,050. The build out of the child care center is estimated at $554,200, the majority of which will be paid for from the City's Section 108 Childcare Loan Fund. $19,000 from this grant will be used for architectural and engineering fees and interior furnishings. Construction of the housing began in October 1998 and will be completed in April 2000. Construction of the child care center is scheduled to begin in September 1999 and will be completed at the same time as the housing, in April 2000. The Visitacion Valley Community Center is responsible for implementing this component and will operate the child care center.

The Village

Also located on the Heritage Homes site will be a new facility for "The Village," a community center housing agencies and services formerly in Geneva Towers as well as newer agencies and services. The Village is currently located in a leased facility. The new facility will provide a permanent home for a public health clinic, job training programs provided by Visitacion Valley Jobs, Education and Training (VVJET) and Chinese for Affirmative Action, Columbia Boys and Girls Club recreation programs, Geneva Valley Development Corporation, Geneva Towers Resident Council, Village Youth Council and the Girls After School Academy. The total cost of the Village, including construction of the shell, interior improvements, and soft costs, is estimated to be $2.29 million. HUD is providing a $1.5 million grant for the construction of the facility, and the Mayor's Office of Community Development has committed $360,000 of Community Development Block Grant funds for design and construction expenses. $400,000 from this grant will be used for interior improvements and soft costs. Construction of The Village is scheduled to begin in summer 1999 and will be completed at the same time as the housing, in April 2000. Mercy Charities Housing and the Geneva Valley Development Corporation are responsible for implementing this component.

Britton Street Family Housing Child Care Center

Located across the street from Heritage Homes at 150 Britton Street, Britton Street Family Housing will provide 92 units of affordable housing and a 28-space child care center. Housing Conservation and Development Corporation is the developer. Existing financing of $16.5 million from the City, California Housing Finance Agency and the Low Income Housing Tax Credit program will pay for the housing as well as the child care center shell, which will cost $190,000. A majority of the financing for the interior improvements, estimated at $335,000, will come from the City's Section 108 Child Care Loan Fund. **$12,000** from this grant will be used for architectural and engineering fees and interior furnishings. Construction of the housing began in August 1998 and will be completed in the fall of 1999. Construction of the child care center is scheduled to begin in the summer of 1999 and will be completed at the same time as the housing. The Family Service Agency of San Francisco is responsible for implementing this component and will operate the child care center.

John King Senior Community Child Care Center

This 91 unit senior housing development at 500 Raymond Avenue, adjacent to the Visitacion Valley Middle School and Beacon Center, will serve multiple generations by the inclusion of a child care center serving 45 children and a new 6,300 square foot facility for the John King Senior Center. The project is being sponsored by Mercy Charities Housing California, Housing Conservation and Development Corporation and the John King Senior Center. HUD and the Mayor's Office of Housing are providing $13.2 million to build the housing and construct the shells of the child care and senior centers. The child care center shell will cost $129,881. A majority of the financing for the interior improvements, estimated at $564,200, will come from the City's Section 108 Child Care Loan Fund. **$19,000** from this grant will be used for architectural and engineering fees and interior furnishings. Construction of the housing is scheduled to begin in July 1999 and expected to be completed in the summer of 2000.

Construction of the child care center is scheduled to begin in the spring of 2000 and will be completed at the same time as the housing. The Visitacion Valley Community Center is responsible for implementing this component and will operate the child care center.

John King Senior Center

Also located on the site of the John King Senior Community will be a new 6,300 square foot senior community center. The John King Senior Center will provide full kitchen service, a transportation service, urban gardening, health services information, social activities and serve as a food distribution pickup site. In addition, the unique combination of child care and senior services will allow for inter-generational program activities. The total cost of the senior center, including construction of the shell, interior improvements, and soft costs, is estimated to be $871,103. The Mayor's Office of Housing is providing $275,328 for construction of the shell, and the Mayor's Office of Community Development has committed $200,000 of Community Development Block Grant funds for interior improvements. **$250,000** from this grant will be used for interior improvements and soft costs. Construction of the senior center is scheduled to begin in the spring of 2000 and will be completed at the same time as the housing, in the summer of 2000. The John King Senior Center is responsible for implementing this component and will operate the senior center.

File Number: _____

ATTACHMENT II
Page 1 of 2

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: **The Board of Supervisors**
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Mayor's Office of Community Development
2. Contact Person: Gloria Woo Telephone: 252-3129 252-3130 Anne Yee
3. Project Title: Economic Development Initiative (EDI)-Special Project
4. Grant Source Agency: U.S. Department of Housing and Urban Development
5. Type of Funds: ✓ Federal __ Federal-State (Pass-Through) __ State __ Local __ Private
6. Proposed (New / Continuation) Grant Project Summary:

   This EDI-Special Project grant will be used for capital-related costs of five new community facilities in the Visitacion Valley area: a multi-service center, a senior center, and 3 child care centers. These 5 new facilities are critical pieces of the overall revitalization effort for the community.

7. Amount of Grant Funding Applied for: $700,000
8. Maximum Funding Amount Available: $700,000
9. Required Matching Funds? Yes: ___ No: ✓ / Cash or In-kind? _____

   If yes, list dollar amount and identify source of Matching Funds in Department Budget:
   n/a

10. Number of new positions created and funded: none
11. If new positions are created, explain the disposition of employees once the grant ends?

    n/a

12. Are indirect costs eligible costs for this grant? Yes: ___ No: ✓

If yes, please identify the amount of $ in indirect costs? n/a

13. Amount to be spent on contractual services: $700,000

14. a.) Will contractual services be put out to bid? NO

b). If so, will contract services help to further the goals of the department's MBE/WBE requirements? n/a

15. Is this likely to be a one-time or ongoing request for contracting out? one-time

16. Term of Grant: Start-Date: 10/21/98 End-Date: 10/20/01

17. Date Department Notified of Available Funds: October 21, 1998

18. Grant Application Due Date: n/a

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation):

Guidelines for use of this EDI-Special Project grant is specified in the U.S. Congress Conference Report on the VA-HUD-Independent Agencies Appropriations Act for 1999 (P.L. 105-276). The report specifies the use of the $700,000 as for the City and County of San Francisco for community revitalization efforts in the Visitacion Valley neighborhood.

20. Department Head Approval: Pamela H. David, Director

(Name) (Title)

Pamela H. David

(Signature)

City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Tuesday, July 20, 1999 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

CONSENT AGENDA

All matters listed hereunder constitute a Consent Agenda, are considered to be routine and will be acted upon by a single roll call vote of the Committee. There will be no separate discussion of these items unless a member of the Committee so requests, in which event the matter shall be removed from the Consent Agenda and considered as a separate item.

1. 991297 **[Continuous grant for Police Department Domestic Violence Unit to continue a program which targets domestic violence repeat offenders]**

Resolution authorizing the Chief of Police of the City and County of San Francisco to accept and expend funds made available through the Office of Criminal Justice Planning for a project entitled "Violence Against Women - Law Enforcement Specialized Units Program", and agreeing to accept an in-kind match from Woman Organized to Make Abuse Non-existent (W.O.M.A.N. Inc.) for a victim's advocate position, and waiving indirect costs due to funding constraints. (Police Department)

6/29/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 991298 **[Continuous grant for Police Department, Southern Station, to implement a Community Crime Resistance Program for the Sixth Street Corridor, provide "Citizens Patrol" program and improve general safety]**

Resolution authorizing the Chief of Police of the City and County of San Francisco to accept and expend funds made available through the Office of Criminal Justice Planning for a project designated "Community Crime Resistance Program" and agreeing to provide a cash match as required for this grant program, and waiving indirect costs due to funding constraints. (Police Department)

6/29/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

3. 991299 **[Continuing grant for Police Department Juvenile Division for an elementary and middle school program for students at risk of exposure to drugs and violence]**

Resolution authorizing the Chief of Police of the City and County of San Francisco to accept and expend funds made available through the Office of Criminal Justice Planning for a project entitled "Suppression of Drug Abuse in the Schools" and waiving indirect costs due to funding constraints. (Police Department)

6/29/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

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4. 991300 **[Grant for Police Department's Vice Crime Unit to identify, target, and take action against stores with on-sale and off-sale liquor licenses that operate in a disorderly and disruptive manner]**

Resolution authorizing the Chief of Police of the City and County of San Francisco to accept and expend funds made available through the California Department of Alcoholic Beverage Control for a project designated "1999/2000 Grant Assistance to Local Law Enforcement Agencies Project" and waiving indirect costs due to funding constraints.

6/26/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

5. 991302 **[Grant for various projects for at-risk youth or those in juvenile justice system including renovation at Log Cabin Ranch, in-home visits to youth on probation, implementation of Teen Court Project, funds for Juvenile Drug Court, and other general efforts]**

Resolution authorizing the Mayor's Criminal Justice Council (MCJC) to retroactively apply, accept and expend funds in the amount of $544,744 from the Office of Criminal Justice Planning (OCJP), State of California, from funds made available under the Juvenile Accountability Incentive Block Grant (JAIBG). (Mayor)

6/30/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

REGULAR AGENDA

6. 991281 **[To require the Fire Department and Department of Building Inspection to prepare the 1998 Interim Codes as Legislative Drafts]**

Supervisor Teng

Draft ordinance amending Administrative Code by adding Section 67.33 to require the Fire Department and Department of Building Inspection to prepare the 1998 San Francisco Interim Codes as legislative drafts, specifying the basic organization, manner of annotation, the detail required, and the completion and public availability dates; while providing for the expiration of the effectiveness of Section 67.33.

(Adds Section 67.33.)

6/28/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 7/28/1999.
NOTE: There is a motion before the Board of Supervisors on July 19, 1999, to waive 30-day rule.

7. 990822 **[Litter Removal and Ashtrays]**

Supervisors Teng, Bierman

Ordinance amending Public Works Code Sections 170, 173 and 174 to require places of employment to provide and maintain ashtrays for patrons and employees who smoke and specifying that accumulation of cigarette and cigar butts on the public right-of-way is prohibited.

(Amends Sections 170, 173 and 174.)

4/26/99, ASSIGNED UNDER 30 DAY RULE to Transportation and Land Use Committee, expires on 5/26/1999.
6/14/99, SUBSTITUTED. SUBSTITUTED by Supervisor Teng in Board, bearing new title.
6/14/99, ASSIGNED to Housing and Social Policy Committee.
7/6/99, CONTINUED TO CALL OF THE CHAIR. Speakers: None. Continued at the request of sponsor.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

Rule 5.40 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

991265 **[Amending Rent Control Ordinance to delete provision that a landlord shall not evict under the Ellis Act unless no other cause exists, specify notice requirements and place other requirements on Rent Board required under State law known as the Ellis Act.]**

Ordinance amending Chapter 37 of the San Francisco Administrative Code ("Residential Rent Stabilization and Arbitration Ordinance") to further implement and conform to the Ellis Act (California Government Code Sections 7060 et seq.), by amending Sections 36.9(a)(13) to remove the provision that the landlord not have other cause under Section 37.9(a) in order to evict under Section 37.9(a)(13); and by amending Section 37.9A to further specify requirements of notice to the Rent Board and to affected tenants (including former tenants), to require Rent Board recordation of a notice of constraints with the County Recorder, to require that the Rent Board maintain a register of all rental units withdrawn under the Ellis Act, and to provide for investigations of compliance status; and with technical nonsubstantive changes to conform to related renumbering within Section 37.9A, to further identify the Ellis Act, and to identify the Central Permit Bureau as part of the Department of Building Inspection. (Rent Stabilization and Arbitration Board)

(Amends Chapter 37 Sections 37.9(a)(13), 37.9A.)

6/21/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 7/28/1999.

991281 **[To require the Fire Department and Department of Building Inspection to prepare the 1998 Interim Codes as Legislative Drafts]**

Supervisor Teng

Draft ordinance amending Administrative Code by adding Section 67.33 to require the Fire Department and Department of Building Inspection to prepare the 1998 San Francisco Interim Codes as legislative drafts, specifying the basic organization, manner of annotation, the detail required, and the completion and public availability dates; while providing for the expiration of the effectiveness of Section 67.33.

(Adds Section 67.33.)

6/28/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 7/28/1999.

Watch future agendas for matters.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requests are made by 4:00 p.m. of the Friday before the Board meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda, contact Annette Lonich at (415) 554-7706.

Following a meeting minutes are available in alternative formats. Contact Marie McKechnie at (415) 554-7722.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force at 554-6171.

HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

IMPORTANT HEARING NOTICE!!!

Bill Lynch
Govt Information Ctr
41 Library
100 Larkin Street

Public Library,Gov't Info. Ctr., 5th Flr.
Attn: *Susan Hom*

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BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

July 16, 1999

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: July 20, 1999 Housing and Social Policy Committee Meeting

Item 1 – File 99-1297

Department:	Police Department (SFPD)
Item:	Resolution (1) authorizing the Chief of Police to accept and expend grant funds in the amount of $110,000 from the California Office of Criminal Justice Planning for a project designated "Violence Against Women-Law Enforcement Specialized Units Program"; (2) agreeing to accept an in-kind match of $37,000 from Women Organized to Make Abuse Non-existent (W.O.M.A.N. Inc.) for a Victim Advocate position; and (3) waiving indirect costs.
Grant Amount:	$110,000
Grant Period:	July 1, 1999 through June 30, 2000
Source of Funds:	State of California Office of Criminal Justice Planning (OCJP)
Description:	The proposed resolution would authorize the Chief of Police to accept and expend grant funds in the amount of $110,000 to fund 1 FTE Police Inspector and related costs

for the Violence Against Women-Law Enforcement Specialized Units Program. Police Inspector Tim Armour of the SFPD reports that this is the second consecutive year that the City has been awarded the subject grant funds.

The goal of this program is to reduce violent crimes against women by enhancing the Police Department's capacity to conduct effective investigations which contribute to more successful prosecutions and convictions of identified repeat perpetuators of violent crimes against women. Inspector Armour states that although this program is for a one-year period from July 1, 1999 through June 30, 2000, the SFPD has neither accepted nor expended the subject grant funds.

Inspector Armour reports that there are presently 14 Police Inspectors who investigate reports of violent crimes against women. Of these 14 Inspectors, 13 Inspectors work a total of 520 hours per week between the daytime hours of 6 a.m. to 6 p.m. and the remaining Inspector works 40 hours per week between the nighttime hours of 4 p.m. to 2 a.m. Attachment I, provided by Lieutenant Henry Hunter of the SFPD, explains why the majority of Inspectors work between the daytime hours of 6 a.m. and 6 p.m, even though Lieutenant Hunter advised the Budget Analyst that the majority of violent crimes against women occur during the night time hours of 8 p.m. to 3 a.m.

Attachment II, provided by Sergeant John Bisordi of the Police Department, explains why the Department is transferring an amount of $83,590 (the annual salary 0and fringe benefits of 1.0 FTE Police Inspector) from the Police Department's FY 1999-2000 Uniform Salary Account to its FY 1999-2000 Overtime Account. Attachment I also explains the Department's need for the use of overtime as a result of this program.

Women Organized to Make Abuse Non-existent (W.O.M.A.N. Inc.), a non-profit organization, will provide in-kind services of a Victim Advocate, at an annual cost of $37,000, to assist the Police Inspector, working between 4 p.m. and 2 a.m. at the scenes of alleged crimes, by

providing emotional support to victims and assisting them in making informed decisions about their future safety.

Budget: The total project budget for the one-year grant period is as follows:

Personnel		
1 FTE Police Inspector	$83,590	
Overtime (see Comment No. 1)	17,921	$101,511
Operating		
Audit Costs	1,500	
Travel Expenses	1,000	2,500
Equipment		5,989
Victim Advocate Position		37,000
Total		$147,000

The details supporting this budget are shown in Attachment III, as provided by the SFPD.

Required Match: In-kind services of $37,000 from Women Organized to Make Abuse Non-existent (W.O.M.A.N. Inc.) to fund a Victim Advocate position.

Indirect Costs: The State OCJP does not allow inclusion of indirect costs under this grant program.

Comments:

1. The subject grant stipulates that any liability arising out of the performance of this Grant Award Agreement, including civil court actions for damages, shall be the responsibility of the grant recipient and the authorizing agency. Ms. Lori Giorgi of the City Attorney's Office states that since the grant funds may result in increased criminal justice activities by the City (i.e. more investigations of violent crimes against women), there may be some additional risk of liability for the City as a result of participating in this program.

2. The proposed resolution states that the Chief of Police is authorized to execute on behalf of the Board of

Supervisors the Grant Award Agreement including any extensions and amendments thereof, without obtaining prior approval from the Board of Supervisors of such extensions and amendments.

3. Attachment IV, provided by the SFPD, is the Grant Application Information Form.

4. The SFPD has prepared a Disability Access Checklist for this proposed grant program, which is on file with the Clerk of the Board of Supervisors.

Recommendation: Approval of the proposed resolution is a policy matter for the Board of Supervisors since the Chief of Police would be authorized to execute extensions and amendments to the proposed grant agreement without obtaining prior approval from the Board of Supervisors of such extensions and amendments.

Domestic Violence Response Unit
San Francisco Police Department

Memo

To: Mr. Harvey Rose
Budget Analyst's Office

From: Lt. Henry C. Hunter

CC: Mr. Gabe Cabrera

Date: July 16, 1999

Re: OCJP Domestic Violence Grant

Mr. Rose:

The Domestic Violence Unit is authorized 19 Inspectors' positions. At the present time only 14 of these are filled. If the unit reaches authorized strength we will most likely assign at least one more Inspector to work nights. My goal is to have three Inspectors working at night and covering seven nights a week. At this time staffing shortages prevent this.

The Domestic Violence Response Unit is not a first responder but a follow-up/investigative unit. The Patrol force is the initial response unit. The majority of investigators work the day shift because the courts and District Attorney's Office are open during these hours as are the other agencies with which we coordinate our efforts. The vast majority of our follow-up work must be accomplished during normal business hours. We are able to staff our night position because of the money provided by the grant.

The grant also funds an advice pager. This pager is monitored during the hours when the unit is not open. The Inspector monitoring this pager is available to advise first responders in what actions need to be taken in domestic violence cases and arrests. This Inspector also has the option of contacting the Officer in Charge of the unit for permission to respond in the most serious incidents.

One of the duties of the Inspector assigned to the night shift is to provide training for the first responders at the district stations. The Inspector works with an advocate

from WOMAN Inc. This advocate provides assistance and support for our victims and assists the Inspectors in their duties. Thus far the program has been successful and an excellent example of police/community involvement.

Attachment II

POLICE DEPARTMENT
CITY AND COUNTY OF SAN FRANCISCO
THOMAS J. CAHILL HALL OF JUSTICE
850 BRYANT STREET
SAN FRANCISCO, CALIFORNIA 94103

FRED H. LAU
CHIEF OF POLICE

July 13, 1999

Mr. Harvey Rose
San Francisco Board of Supervisors
Budget Analyst
1390 Market Street, Suite 1025
San Francisco, CA 94102

Re: Item 1-File 99-1297

Dear Mr. Rose:

The San Francisco Police Department will utilize grant funds from the Office of Criminal Justice Planning (OCJP) to pay the annual salary and benefits for one full-time police inspector's position, at a cost of $ 83,590 (eighty three thousand five hundred ninety dollars). During the grant period, the Domestic Violence Response Unit (DVRU) inspector will not be assigned cases to investigate, but respond to calls for police services in the evening hours, that indicate repeated violent crimes against women and conduct his/her investigation. This will result in an increase of cases within the unit to be handled by the remaining inspectors.

To compensate for this case load increase and the reduction of staff in the DVRU, the $83,590 in salary and benefits savings will be moved from the Department's Uniform Salaries/Benefits account to the Uniform Overtime account. These overtime funds will be managed by the DVRU Officer in Charge, and provide compensation to experienced DVRU inspectors handling the increased caseload. This will ensure the Department does not supplant funds, an OCJP condition of the grant award and afford the most efficient, cost-effective way to operate during a limited grant program. It is also impractical to hire an additional inspector for this position due to the extensive amount of training and experience necessary to competently handle sensitive domestic violence cases.

The grant-funded inspector will be assigned to a 10-hour shift from 1600 hrs to 0200 hrs. four days per week. In order to maintain coverage during the remaining three days; grant funded overtime will be available for on-call DVRU inspectors. These inspectors will be available by pager to respond to domestic violence cases when the grant assigned inspector is off duty.

Sincerely,

Sergeant John V. Bisordi
Grants Administrator

BUDGET CATEGORY AND LINE-ITEM DETAIL A. Personal Services - Salaries/Employee Benefits			Fiscal Year 1997/1998	Fiscal Year 1998/1999*	Total
SAN FRANCISCO POLICE DEPARTMENT					
Domestic Violence Response Unit					
0382 Police Inspector (FTE)					
Annual Salary			$ 72,654	$ 77,715	$ 150,36
Annual Benfits			$ 11,255	$ 5,875	$ 17,13
Medicare, Retirement, Unemployment					
Dental, Health					
Total Salary & Benefits			$ 83,909	$ 83,590	$ 167,49
0382 Police Inspector Standby					
Overtime	Rate	No. of Hours			
1997/1998	$ 50.24	228	$ 11,429		
1998/1999	$ 55.14	325		$ 17,921	
Overtime Total					$ 29,35
TOTAL			$ 95,338	$ 101,511	$ 196,8

*According to Inspector Armour, the subject grant funds are fo use by the SFPD in FY 1999-2000, rather than FY 1998-99.

BUDGET CATEGORY AND LINE-ITEM DETAIL Operating Expenses	Fiscal Year 1997/1998	Fiscal Year 1998/1999	Total
AN FRANCISCO POLICE DEPARTMENT			
idit Costs	$ 1,500	$ 1,500	$ 3,000
avel attend OCJP Planning Meetings	$ 1,000	$ 1,000	$ 2,000
mestic Violence Victim's Advocate (In - Kind Match) Full-time staff member of WOMAN Inc.	$ 37,000	$ 37,000	$ 74,000
OTAL	$ 39,500	$ 39,500	$ 79,000.00

BUDGET CATEGORY AND LINE-ITEM DETAIL C. Equipment	Fiscal Year 1997/1998	Fiscal Year 1998/1999	Total
Mobile computer Terminal System			
Portable Laptop computer with Software and accessories	$ 12,162		
Digital camera, printer, and accessories		$ 5,989	$ 18,151
TOTAL	$ 12,162	$ 5,989	$ 18,151

FUND DISTRIBUTION	FEDERAL	STATE	IN-KIND MATCH
1. Amount of Funds	$ 220,000	0	$ 74,000
2. Percentage of Funds	75%	0	25%

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: Ms. Gloria L. Young
Clerk of the Board of Supervisors
1 Dr. Carlton B. Goodlett Place
San Francisco CA, 94102

The following describes the grant referred to in the accompanying resolution:

1. Department: Police Department

2. Contact Person: Lt. Henry Hunter – Domestic Violence Unit

3. Project Title: "Violence Against Women – Law Enforcement Specialized Units Program"

4. Grant Source Agency: State Of California - Office of Criminal Justice Planning

5. Type of Funds: __ Federal X Federal-State (Pass-Through) __ State __ Local __ Private

6. Proposed (New / Continuation) Grant Project Summary:

This program will continue the effectiveness of the San Francisco Police Department's strategy to combat violent crimes against women including domestic violence, spousal sexual assault, stalking, and elder abuse. The project's goal is to reduce violent crimes against women by enhancing the SFPD's capacity to conduct effective investigations that contribute to an increase in the number of successful prosecutions of identified repeat perpetrators of violent crimes against women. Grant funds will be used to support a nighttime Repeat Offender Inspector assigned the SFPD's Domestic Violence Response Unit. The inspector will respond to the calls for police services that indicated repeated violent crimes against women in order to conduct in-depth interviews and collection of evidence. The program will also identify repeatedly victimized women who have previously been unwilling or unable to cooperate with police and prosecutors. The Inspector will partner with a Victim's Advocate made possible by an In-Kind match from Women Organized to Make Abuse Non-Existent (W.O.M.A.N. Inc.)

7. Amount of Grant Funding Applied for: $110,000.00

8. Maximum Funding Amount Available: $110,000.00

9. Required Matching Funds? Yes:_X_ No:___/ Cash or In-kind? In-Kind; $37,000.00 from Woman Organized to Make Abuse Non-Existent (W.O.M.A.N Inc)

10. Number of new Positions Created and Funded: none

11. If new positions are created, explain the disposition of employees once the grant ends: N/A

12. Are indirect costs eligible costs for this grant? No

13. Amount to Be Spent On Contractual Services: none

14. Will Contractual Services Be Put Out on Bid? N/A

15. Is this likely to be a one-time or ongoing request for contracting out? NA

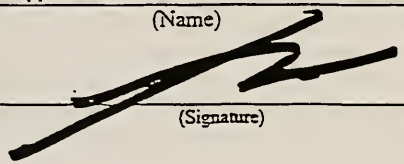
16. Term of Grant: June 30, 1999 thru June 30, 2000

17. Date Department Notified of Available Funds: March 31, 1999

18. Application Due Date: Application submitted May 14, 1999

19. Grant Funding Guidelines and Options (from RFP, grant announcement or appropriations legislation): From OCJP handbook and regulations

20. Department Head Approval: Fred H. Lau (Name) Chief of Police (Title)



(Signature)

Item 2 - File 99-1298

Department: Police Department (SFPD)

Item: Resolution (1) authorizing the Chief of Police to accept and expend grant funds in the amount of $102,556 for a project entitled "Community Crime Resistance Program"; (2) agreeing to provide a match in the amount of $25,639; and (3) waiving indirect costs.

Grant Amount: $102,556

Grant Period: July 1, 1999 through June 30, 2000

Source of Funds: State of California Office of Criminal Justice Planning (OCJP)

Project: Community Crime Resistance Program (CCRP)

Description: The proposed resolution would authorize the Chief of Police to (a) accept and expend grant funds in the amount of $102,556 to fund uniform overtime and related operating costs for the Community Crime Resistance Program (CCRP), and (b) agree to provide a match for the subject grant funds in the amount of $25,639 for total CCRP costs of $128,195. Police Inspector Tim Armour of the SFPD reports that this is the second consecutive year that the City has been awarded the subject grant funds.

The primary goal of the CCRP is to improve the safety of the residents and merchants in the "Sixth Street Corridor," which is bounded by Market Street to the north, 5th Street to the east, Folsom Street to the south and 7th Street to the west, by increasing the number and frequency of police patrol beats and initiating community-based crime prevention activities in the area. Inspector Armour states that although this program is for the one-year period from July 1, 1999 through June 30, 2000, the SFPD has neither accepted nor expended the proposed grant funds.

According to Inspector Armour, there are seven Police Officers who currently patrol the "Sixth Street Corridor" area by foot and mountain bike. The CCRP will increase

the patrol beats in the "Sixth Street Corridor" area for these Officers by 2,150 hours from approximately 14,560 hours to 16,710 hours during the grant period. A Police Sergeant's time in the area will also increase by 110 hours from approximately 2,080 hours to 2,190 hours to provide increased supervision.

As part of the CCRP, the Police Department will provide the Citizens on Patrol program. Under the Citizens on Patrol program, Police Officers will train 15 volunteers from the "Sixth Street Corridor" area to safeguard their own neighborhood against criminal activity, as well as supervise and periodically patrol the area with the Police Officers. Such training and supervision of volunteers will increase a Police Sergeant's duties in the area by 80 hours during the grant period. In addition, Inspector Armour reports that the Police Department will purchase six cellular telephones and accessories to be used by the Citizens on Patrol group for the purpose of reporting in-progress criminal activity to the Police.

Inspector Armour advises that the Police Department will contract with San Francisco Safety Awareness for Everyone (S.F. SAFE), Inc., a non-profit organization, which has an on-going contract with the SFPD to provide crime prevention activities throughout the City. In this case, S.F. SAFE, Inc. will initiate community-based crime prevention activities in the "Sixth Street Corridor" area, including (1) "Building Watch" groups; (2) personal safety presentations to the elderly; (3) street safety presentations to in-school youth; (4) security assessments at commercial and residential sites; and (5) the creation and distribution a comprehensive list of resources available to elderly victims of abuse.

Budget:

Personnel	
Patrol Officers	
(2,150 overtime hrs. @ $42.12/ hr.)	$90,558
Patrol Sergeant	
(190 overtime hrs. @ $51.42 per hr.)	9,770
Operating	
Audit Costs	1,200
S.F. SAFE, Inc. Crime Specialist @ 0.5 FTE	19,391
Stipends for Librarian & Tutors	3,000
Printing	1,735
Travel Expenses	250
Cellular Phones	2,291
Total	$128,195

The details supporting this budget are shown in Attachment I, as provided by the SFPD.

Required Match: A cash match of $25,639 is required for this grant program and is included in the Police Department's FY 1999-2000 budget.

Indirect Costs: The State OCJP does not allow inclusion of indirect costs in this grant program.

Comments:

1. Inspector Armour states that the Police Officers and Patrol Sergeant assigned to the Community Crime Resistance Program would utilize overtime hours because the units involved in this program are also responsible for providing policing services in other parts of the South of Market area. In order to provide the "Sixth Street Corridor" area with increased policing and crime prevention activities required by the grant guidelines, while not diminishing policing services in other parts of the South of Market area, overtime hours must be used for the uniform personnel working for this program, according to Inspector Armour.

2. The subject grant stipulates that any liability arising out of the performance of this Grant Award Agreement, including civil court actions for damages, shall be the responsibility of the grant recipient and the authorizing agency. Ms. Lori Giorgi of the City Attorney's Office

states that since the grant funds may result in increased criminal justice activities by the City (i.e. more investigations of crimes), there may be some additional risk of liability for the City as a result of participating in this program.

3. The proposed resolution states that the Chief of Police is authorized to execute on behalf of the Board of Supervisors the subject Grant Award Agreement and any extensions and amendments thereof, without obtaining prior approval from the Board of Supervisors of such extensions and amendments.

4. Attachment II, provided by the SFPD, is the Grant Application Information Form.

5. The SFPD has prepared a Disability Access Checklist for this proposed grant program, which is on file with the Clerk of the Board of Supervisors.

Recommendation: Approval of the proposed resolution is a policy matter for the Board of Supervisors since the Chief of Police would be authorized to execute extensions and amendments to the proposed grant agreement without obtaining prior approval from the Board of Supervisors of such extensions and amendments.

BUDGET CATEGORY AND LINE-ITEM DETAIL

A. Personal Services - Salaries/Employee Benefits	Cost
SAN FRANCISCO POLICE DEPARTMENT	
Community Police Officers	
Patrol Officer (Q4):2150 hrs @ $42.12 per hr.	$90,558.00
Patrol Sergeant (Q52): 110 hrs @ $51.42 per hr.	$5,656.00
Citizens On Patrol Supervision & Training	
Patrol Sergeant: 80 hrs @ $51.42 per hr.	$4,114.00
TOTAL	**$ 100,328.00**

BUDGET CATEGORY AND LINE-ITEM DETAIL				
B. Operating Expenses				**Cost**
Audit costs				$1,200.00
CONSULTANT SERVICES				
SF SAFE, Inc.				
Crime Prevention Specialist				
Salary		$15,000.00		
Benefits				
	FICA	$1,148.00		
	UI	$168.00		
	Med, Insur	$2,900.00		
	Work. Comp	$175.00		
				$19,391.00
Stipends for Librarian & ReadingTutors (no benefits)				$3,000.00
	Printing Expenses			$1,735.00
	Travel costs			$250.00
Cellphones for "Citizens on Patrol"				
	Cost per	# of items		
Cellphones	38.14	6	$229.00	
Batteries	37.46	6	$225.00	
Leather Case	22.46	6	$135.00	
Sales Tax @ 8.50%			$50.00	
				$639.00
Access fee	$108.00	12	$1,296.00	
Misc Tele. Expenses	$29.70	12	$356.00	
				$1,652.00
TOTAL				**$ 27,867.00**

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authoring a Department to Accept & Expend Grant Funds

To: Ms. Gloria L. Young
Clerk of the Board of Supervisors
One Carlton B. Goodlett Way
San Francisco, CA. 94102

The following describes the grant referred to in the accompanying resolution:

1. Department: Police Department

2. Contact Person: Sgt. Glenn Mori – Southern Police Station

3. Project Title: Community Crime Resistance Program

4. Grant Source Agency: State of California – Office of Criminal Justice Planning

5. Type of Funds: __Federal __Federal-State (Pass-Through) X_State __Local __Private

6. Proposed (New/Continuing) Grant Proposal Summary:

The San Francisco Police Department will increase footbeat, bicycle, and undercover patrols in the Sixth Street Corridor of the South of Market area. This program will expand the number and frequency of these patrols and increase Community Policing in the Sixth Street Community. This program will establish new relationships between SFPD and social service agencies, merchant groups, resident associations, cultural organizations, and strengthen existing ones. The SFPD will initiate and operate a "Citizens On Patrol" Program tailored to address the specific concerns of the Sixth Street Corridor's residents and business community. Participants of this program will be residents of the area. SFPD and SF SAFE will implement crime prevention programs using specific outreach techniques to provide effective and consistent services for residents and business establishments.

7. Amount of Grant Funding Applied for: $102,556.00

8. Maximum Funding Amount Available: $102,556.00

9. Required Matching Funds? $25,639.00

10. Number of new Positions Created and Funded: none

11. If new positions are created, explain the disposition of employees once the grant ends: N/A

12. Are indirect costs eligible costs for this grant No

13. Amount To Be Spent On Contractual Services: $24,376.00

14. Will Contractual Services Be Put Out on Bid? No

15. Is this likely to be a one-time or ongoing request for contracting out? One-time

16. Term of Grant: July 1, 1999 thru June 30, 2000

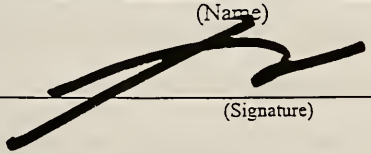
17. Date Department Notified of Available Funds: April 9, 1999

18. Application Due Date: Application submitted May 7, 1999

19. Grant Funding Guidelines and Options (from RFP, grant announcement or appropriations legislation): From OCJP handbook and regulations

20. Department Head Approval: **Fred H. Lau** **Chief of Police**

(Name) (Title)



(Signature)

Item 3 - File 99-1299

Department: Police Department (SFPD)
San Francisco Unified School District (SFUSD)

Item: Resolution authorizing the Chief of Police to accept and expend grant funds in the amount of $100,000 for a project entitled "Suppression of Drug Abuse in the Schools" and waiving indirect costs.

Grant Amount: $100,000

Grant Period: July 1, 1999 to June 30, 2000 (12 months)

Source of Funds: State of California Office of Criminal Justice Planning (OCJP)

Description: The proposed resolution would authorize the Chief of Police to accept and expend grant funds in the amount of $100,000 from the State Office of Criminal Justice Planning for the SFPD's Suppression of Drug Abuse in the Schools program. Sergeant Colleen Fatooh of the SFPD reports that this is the sixth consecutive year that the City has been awarded the subject grant funds.

Through this program, the SFPD works with the San Francisco Unified School District (SFUSD) at six schools, including Balboa High School, Visitation Valley Middle School and E.R. Taylor, El Dorado, Hillcrest and Visitation Valley Elementary Schools, to target students at risk of exposure to drugs, alcohol and violence. Sergeant Fatooh states that although this program is for the one-year period from July 1, 1999 through June 30, 2000, the SFPD has neither accepted nor expended the subject grant funds.

The major goals of this program are to: (1) enhance enforcement of school drug policies; (2) identify and assist youth at risk of exposure to drugs, alcohol and violence; (3) integrate Police Officers into the school curriculums, tutoring and family intervention programs; and (4) train school staff, parents and police officers to identify drug and alcohol use.

Budget: Attachment I, provided by the SFPD, contains a budget for this $100,000 grant award, including $48,008 for Personal Services and $51,992 for Operating Expenses.

Required Match: None.

Indirect Costs: The State OCJP does not allow inclusion of indirect costs under this grant program.

Comments:

1. Sergeant Fatooh states that $48,008 of the subject grant funds will be used to fund 1,151 hours of Police Officer overtime for the Suppression of Drug Abuse in the Schools program at a rate of $41.71 per hour, as shown in Attachment I. According to Sergeant Fatooh, the SFPD needs to provide Police Officer services for this program on an overtime basis because (1) the demands on existing Police Officers is too great to divert on-duty Police Officers for this program and (2) the SFPD assigns Police Officers from nearby District Stations to the individual school sites in order to reinforce the Community Policing policy, where the same Police Officers patrol and work in a particular neighborhood.

2. The subject grant stipulates that any liability arising out of the performance of this Grant Award Agreement, including civil court actions for damages, shall be the responsibility of the grant recipient and the authorizing agency. The State of California and OCJP disclaim responsibility for any such liability. Ms. Lori Giorgi of the City Attorney's Office states that since the grant funds may result in increased criminal justice activities by the City (i.e. more investigations of school-related crimes), there may be some additional, albeit minimal risk of liability for the City as a result of participating in the Schools program.

3. The proposed resolution states that the Chief of Police is authorized to execute on behalf of the Board of Supervisors the Grant Award Agreement including any extensions and amendments thereof, without obtaining prior approval from the Board of Supervisors of such extensions and amendments.

4. Attachment II, provided by the SFPD, is the Grant Application Information Form.

5. The SFPD has prepared a Disability Access Checklist, which is on file with the Clerk of the Board of Supervisors.

Recommendation: Approval of the proposed resolution is a policy matter for the Board of Supervisors since the Chief of Police would be authorized to execute extensions and amendments to the proposed grant agreement without obtaining prior approval from the Board of Supervisors of such extensions and amendments.

A. Personal Services - Salaries/Employee Benefits	Cost
SAN FRANCISCO POLICE DEPARTMENT	
School Resource Officers	
School Resource Officers; 1151 hrs @ $41.71 per hr.	$48,008.00
TOTAL	$ 48,008.00

BUDGET CATEGORY AND LINE-ITEM DETAIL B. Operating Expenses	Cost
Audit costs	$1,000.00
Travel costs	$2,000.00
2 Peer Resource Coordinators: Balboa High; Visitacion Valley MS	$29,000.00
Parent Workshops Facilitator	$7,500.00
Training Facilitator for school and police personnel	$5,000.00
SFPD Youth Services Programs - Outdoor/Arts	$7,492.00
TOTAL	$ 51,992.00

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authoring a Department to Accept & Expend Grant Funds

To: Ms. Gloria L. Young
Clerk of the Board of Supervisors
One Carlton B. Goodlett Way
San Francisco, CA. 94102

The following describes the grant referred to in the accompanying resolution:

1. Department: Police Department

2. Contact Person: Sgt. Colleen Fatooh – Juvenile Division

3. Project Title: "Suppression of Drugs Abuse in Schools Program"

4. Grant Source Agency: State of California - Office of Criminal Justice Planning

5. Type of Funds: __Federal __Federal-State (Pass-Through) X_State __Local __Private

6. Proposed (New/Continuing) Grant Proposal Summary:

This grant application is intended to extend the existing program entitled "Suppression of Drug Abuse in the Schools Program." This program targets elementary and middle school students at six Outer Mission district schools who are at risk of exposure to drugs, alcohol and violence. For the past six years, the Office of Criminal Justice Planning has awarded grant funds to this program.

The program will take place at four elementary schools, one middle school and one high school that generally rank among the lowest performing schools in the City and that draw students from the City's poorest communities. The Outer Mission neighborhood has the highest number of juvenile arrests and juveniles on probation.

The "Suppression of Drug Abuse in the Schools" drug suppression strategy contains five major goals: (1) Enhanced enforcement of drug policies by school officials through better coordination and increased interactions between police and educators, (2) A coordinated school-based drug intervention and prevention strategy that identifies "at-risk" and "high-risk" youth and refers them to appropriate programs and assists students and their families to access available resources, (3) The visible on-campus presence of San Francisco Police Department-School Resource Officers, their integration into the school curriculum, and their participation in case management, tutoring and family intervention programs, (4) Training for school staff, parents, and officers that enhances

their ability to identify signs of drug and alcohol use, (5) The leveraging of existing resources through enhanced program coordination and through ongoing fundraising activities.

To achieve these we have designed programs in partnership with the San Francisco Unified School District; using proven effective programs and resources; leveraging resources to support the proposed work; and coordinating the proposed work with new health promoting projects within the six target schools and with similar prevention efforts in neighboring communities.

7. Amount of Grant Funding Applied for: $100,000.00

8. Maximum Funding Amount Available: $100,000.00

9. Required Matching Funds? No

10. Number of new Positions Created and Funded: None

11. If new positions are created, explain the disposition of employees once the grant ends: N/A

12. Are indirect costs eligible costs for this grant No

13. Amount to Be Spent On Contractual Services: $7,500.00

14. Will Contractual Services be put Out on Bid? No

15. Is this likely to be a one-time or ongoing request for contracting out? One-time

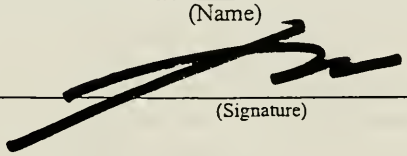
16. Term of Grant: July 1, 1999 through June 30, 2000

17. Date Department Notified of Available Funds: Feb. 5, 1999

18. Application Due Date: Application submitted April 21, 1999

19. Grant Funding Guidelines and Options (from RFP, grant announcement or appropriations legislation): From OCJP handbook and regulations

20. Department Head Approval: **Fred H. Lau** (Name) **Chief of Police** (Title)



(Signature)

Item 4 - File 99-1300

Department: Police Department (SFPD)

Item: Resolution authorizing the Chief of Police to accept and expend grant funds in the amount of $99,986 from the California Department of Alcohol Beverage Control for a project entitled "Alcoholic Beverage Control Grant Program" and waiving indirect costs.

Grant Amount: $99,986

Source of Funds: State of California Department of Alcoholic Beverage Control (ABC)

Grant Period: July 1, 1999 through June 30, 2000

Project: Alcoholic Beverage Control Grant Program

Description: On March 31, 1999, the Police Department submitted an application to the State of California Department of Alcoholic Beverage Control (ABC) to continue to fund a program that educates businesses licensed to sell alcoholic beverages on the prevention and enforcement of alcohol-related crimes. The State ABC subsequently selected the SFPD to receive funding for its grant proposal in the amount of $99,986. Police Inspector Tim Armour of the SFPD reports that this is the fourth consecutive year that the City has been awarded the subject grant funds.

The subject grant funds would be used for the Alcohol Beverage Control (ABC) program that identifies and targets retail businesses (e.g. restaurants, bars, and markets) which have licenses to sell alcoholic beverages both on-site and off-set at various locations within the City. Inspector Armour states that although this program is for a one-year period from July 1, 1999 to June 30, 2000, the SFPD has neither accepted nor expended the subject grant funds.

The primary objective of the ABC program is to determine if such businesses are being conducted in an orderly manner, and take appropriate enforcement action to gain compliance with the law if such businesses are not operating in an orderly manner. Disorderly conduct would include narcotic trafficking, gambling, alcohol-related offenses, including

selling alcoholic beverages to persons under 21 years of age, and other alcohol related crimes impacting the quality of life.

Budget:

Personnel		
1 FTE Police Officer	$60,000	
Fringe Benefits @ 30%	18,000	
Overtime	17,986	$95,986
Equipment		
Two Alert Devices	1,990	
Two Binoculars	510	2,500
Travel Expenses		1,500
Total		$99,986

The details supporting this budget are shown in Attachment I, as provided by the SFPD.

Required Match: None.

Indirect Costs: The State ABC does not allow inclusion of indirect costs under this grant program.

Comments:

1. According to Inspector Armour, the SFPD would use $68,000 of the subject grant funds to reimburse salary and fringe benefit costs for 1 FTE Police Officer to coordinate and administer the ABC program.

2. As noted above, $17,986 of the subject grant funds would be used to fund Police Officer and/or Police Inspector overtime for the ABC program. Inspector Armour states that the SFPD needs to provide Police Officer and/or Inspector services for the ABC program on an overtime basis because Police Officers and/or Inspectors cannot perform such services as part of their existing, on-duty patrol functions. Inspector Armour states that ABC operations, which are usually conducted at night, include one Police Inspector, two Police Officers, and one or two minors posing as decoys. According to Inspector Armour, the Department hires persons under 20 years old and instructs them to attempt to purchase alcohol from a business being investigated. If the sales clerk sells alcohol to the minor, the sales clerk would be cited for a misdemeanor offense. In addition, the State ABC would pursue the matter administratively after being

notified by the Police Department that a business licensed to sell alcohol has violated the law.

3. According to Inspector Armour, the cost of the minors posing as decoys would be $3,000 (based upon 500 hours at an hourly rate of $6) during the grant period. Inspector Armour states that the funding source for these decoys is the SFPD's FY 1999-2000 Vice Crime Fund.

4. The subject grant stipulates that any liability arising out of the performance of this Grant Award Agreement, including civil court actions for damages, shall be the responsibility of the grant recipient and the authorizing agency. Ms. Lori Giorgi of the City Attorney's Office states that since the grant funds may result in increased criminal justice activities by the City (i.e. more investigations of ABC crimes), there may be some additional risk of liability for the City as a result of participating in this program.

5. The proposed resolution states that the Chief of Police is authorized to execute on behalf of the Board of Supervisors the Grant Award Agreement including any extensions and amendments thereof, without obtaining prior approval from the Board of Supervisors of such extensions and amendments.

6. Attachment II, provided by the SFPD, is the Grant Application Information Form.

7. The SFPD has prepared a Disability Access Checklist, which is on file with the Clerk of the Board of Supervisors.

Recommendation: Approval of the proposed resolution is a policy matter for the Board of Supervisors since the Chief of Police would be authorized to execute extensions and amendments to the proposed grant agreement without obtaining prior approval from the Board of Supervisors of such extensions and amendments.

BUDGET ESTIMATE (SAMPLE)

BUDGET CATEGORY AND LINE-ITEM DETAIL	COST (Round all budget amounts to nearest dollar)
A. Personal Services (salaries, overtime, and benefits)	
SALERIES: One (1) Police Officer at $5,000/mo. 100%	$60,000.00
EMPLOYEE BENEFITS: Benefits estimated at 30% x $60,000.00	$18.000.00
OVERTIME: Police Officer(s) and/or Inspector(s) $46.00 x 391 hours	$17,986.00
TOTAL PERSONNEL SERVICES	$95.986.00
B. Operating Expenses	
TOTAL OPERATING EXPENSES	$0.00
C. Equipment	
Two (2) Tone-Alert communication devices disguised as a pager or lighter x $995.00 each Two (2) Binoculars x $225.00 each	$1,990.00 $ 510.00
TOTAL EQUIPMENT	$2.500.00
D. Travel Expense	
G.A.L.E. Meetings and related A.B.C. training	$1,500.00
TOTAL TRAVEL EXPENSE	$1,500.00
TOTAL BUDGET ESTIMATE, ALL CATEGORIES	$99,986.00

File Number:_____

Grant Application Information Form

A document required toaccompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: San Francisco Police Department
2. Contact Person: Inspector David Falzon Telephone: (415) 970-3057
3. Project Title: 1999/2000 Alcoholic Beverage Control Grant Project
4. Grant Source Agency: State of California Department of Alcoholic Beverage Control
5. Type of Funds: ___ Federal ___ Federal-State(Pass Through) _X_ State ___ Local ___ Private
6. Proposed (New/Continuation) Grant Project Summary:

The San Francisco Police Department Vice Crimes Unit will continue to identify, target and take appropriate action against those licensed premises, both on sale and off sale, which operate in a disorderly and disruptive manner. The primary objectives remain the education of licensees and their employees, the prevention of alcohol related crimes and the enforcement of all laws related to problematic premises. The emphasis of this grant is to deny minors access to alcohol through a variety of law enforcement and educational programs.

7. Amount of Grant Funding Applied for: $99,986(ninety nine thousand nine hundred eighty six)
8. Maximum Funding Amount Available: $99,986(ninety nine thousand nine hundred eighty six)
9. Required Matching Funds? Yes: ___ No: _X_ / Cash or In-kind? _____

   If yes, list dollar amount and identify source of Matching Funds in Department Budget:

   _____

10. Number of new positions created and funded: 0

11. If new positions are created, explain the disposition of employees once the grant ends?

12. Are indirect costs eligible costs for this grant? Yes: _____ No: X

If yes, please identify the amount of $ in indirect costs?

13. Amount to be spent on contractual services: _____

14. a.) Will contractual services be put out to bid? _____
b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? _____

15. Is this likely to be a one-time or ongoing request for contracting out? _____
16. Term of Grant: Start-Date: 07-01-1999 End Date: 06-30-2000

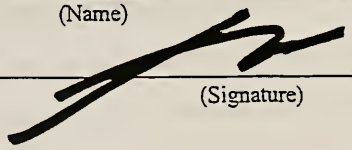
17. Date Department Notified of Available Funds: 02-03-99

18. Grant Application Due Date: 03/31/1999

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation):

The funds provided by the Grant Assistance to Local Law Enforcement Agencies Project are outlined in the RFP.

20. Department Head Approval: Fred H. Lau (Name) Chief of Police (Title)



(Signature)

Item 5 – File 99-1302

Department:	Mayor's Criminal Justice Council (MCJC)
Item:	Resolution authorizing the Mayor's Criminal Justice Council to retroactively apply for, accept and expend grant funds in the amount of $544,744 from the Office of Criminal Justice Planning (OCJP), State of California, from funds made available under the Juvenile Accountability Incentive Block Grant (JAIBG).
Grant Amount:	$544,744
Source of Funds:	State of California Office of Criminal Justice Planning
Grant Period:	April 1, 1999 to March 31, 2000
Indirect Costs:	Mr. Travis Kiyota of MCJC advises that the policy of the MCJC is to use all funds for direct costs.
Description:	In Federal Fiscal Year 1998, Congress appropriated $250 million in a Juvenile Accountability Incentive Block Grant, which is given to the States to allocate to their County agencies. The purpose of the subject funds is to fund the following types of youth services at the County level for youth who are in the juvenile justice system or who are at-risk to enter the juvenile justice system:

- Building, expanding or operating juvenile detention and corrections facilities;
- Developing and administering accountability-based sanctions for juvenile offenders;
- Hiring additional juvenile judges, probation officers and court-appointed defenders, and funding pretrial services for juveniles;
- Hiring additional prosecutors to process cases involving violent juvenile offenders;
- Providing funding for programs to address drug, gang and youth violence; and
- Establishing drug court programs for juvenile offenders.

The California Office of Criminal Justice Planning is the State agency that allocates the Federal grant funds to the Counties. The amount of grant funds that OCJP allocates to each County is calculated by a formula, based on each County's actual criminal justice expenditures. Under this formula, the City and County of San Francisco has been awarded $544,744 for Fiscal Year 1999-2000.

The Mayor's Criminal Justice Council is the San Francisco City and County agency that designates the programs to provide the applicable youth services to youth either in the juvenile justice system or at-risk to enter the juvenile justice system. The proposed resolution would allow MCJC to retroactively apply for, accept, and expend the subject block grant funds.

Budget:

The subject block grant funds of $544,744 plus the City's matching funds of $60,527, for total project costs of $605,271, would be expended for the following programs:

Log Cabin Ranch Emergency Fire Pump House Renovation	$111,845
San Francisco Teen Court Project	50,000
Juvenile Drug Court	111,438
Department of Public Health	100,000
Mayor's Beacon Initiative	75,000
Hate Crime Accountability Program	20,000
Mission District Serious Juvenile Offender Program	25,000
Juvenile Division of the Public Defender's Office	111,988
Total	$605,271

Required Match:

$60,527 or 10% of the total $605,271 proposed grant monies. According to Mr. Eugene Clendinen of MCJC, the matching funds have been appropriated in the FY 1999-2000 departmental budgets of the programs receiving the subject funds.

Comment:

1. Mr. Clendinen advises that the grant funds will be expended as follows:

Log Cabin Ranch Emergency Fire Pump House Renovation ($111,845)

The subject funds will provide $111,845, or 27%, of the $409,000 that have been budgeted in the FY 1999-2000 Capital Improvement Projects budget for Juvenile Probation to restore the emergency fire pump system at Log Cabin Ranch, the long-term residential care facility for juvenile offenders.

San Francisco Teen Court Project ($50,000)

The subject funds will provide $50,000 of the estimated $175,000 necessary to implement the San Francisco Teen Court Project. The Teen Court Project is designed to support the juvenile justice system by giving Probation Officers, Police Officers, and the Juvenile Court more options with referrals and sanctions for juveniles who are arrested. The $50,000 grant will serve as a portion of a contract to be awarded to a community-based provider to help implement the Teen Court Project. The Mayor's Office has submitted a Request for Proposal (RFP) for the proposed project but a contract has not yet been awarded.

Juvenile Drug Court ($111,438)

$111,438 of the subject funds will provide a portion of the funds for a contract administered by the Trial Courts with a community-based provider to provide support services to the San Francisco Juvenile Drug Court. Of the funds, $87,073 will be part of a contract to be awarded to a community-based provider. The contract has not yet been awarded.

$24,365 of the subject funds will be used by the Courts for administrative purposes for San Francisco Juvenile Drug Court services as follows:

Drug testing	$13,000
Travel and training	333
Volunteer Mentor Coordinator position (1,044 hours @ $10.57/hour)	11,032
	$24,365

The Courts will perform routine drug testing on participants in the Juvenile Drug Court and have budgeted $13,000 for this purpose.

The Volunteer Mentor Coordinator position will recruit and train volunteers to work with the Juvenile Drug Court. According to Mr. Kiyota, the Trial Courts will allocate monies to fund the Volunteer Mentor Coordinator position in the Superior Court for providing services to the Juvenile Drug Court.

Department of Public Health ($100,000)

The Department of Public Health (DPH) will use $100,000 of the subject grant funds to serve as matching funds for another grant of approximately $5,900,000, which was recently awarded to DPH and designated for providing training to mental health providers working with mentally ill juvenile offenders. The $5,900,000 grant will be subject to Board of Supervisors approval.

Mayor's Beacon Initiative ($75,000)

The Mayor's Office on Children, Youth, and Family (MOCYF) will use the $75,000 of the subject funds to augment funds used to pay for services provided by the Mayor's Beacon Initiative. The purpose of the Beacon Initiative is to provide tutoring, job training, life-skill training, and health education to juvenile offenders who participate in middle and high school after-school programs. MOCYF has not yet awarded a contract to a community-based provider to perform the services.

Hate Crime Accountability Program ($20,000)

$20,000 of the subject funds will provide a portion of the funds for a contract between MCJC and Inter-group Clearinghouse for the Hate Crime Accountability Program. The purpose of the Hate Crime Accountability Program, which is sponsored by the Youth Commission, is to provide sensitivity training for San Francisco youth in the areas of race, gender, and sexual orientation. The contract between MCJC and Inter-group Clearinghouse has not yet been awarded.

Mission District Serious Juvenile Offender Program ($25,000)

$25,000 of the subject funds will fund Police Inspector overtime to participate in the Juvenile Justice Local Action Plan Safe Corridor Program. The Safe Corridor Program provides a team comprised of a probation officer, a police officer, and a community outreach worker to conduct home visits of the most serious juvenile offenders in the Mission District to ensure that the youth are in compliance with the conditions of their probation. Home visits are done at night and occur at least three times a week. The funds will be spent as follows:

0382 Police Inspector Overtime (487.8 hours @ $51.25/hour)	$25,000

Public Defender's Office Juvenile Division ($111,988)

$111,988 will fund two new City positions in the Juvenile Division of the Public Defender's Office. According to Mr. Jeff Adachi of the Public Defender's Office, the purpose of the additional Civil Attorney position is to help reduce the caseloads carried by the public defenders in the Juvenile Division from 200 cases per year per attorney to 166 cases per year per attorney. The purpose of the new Legal Assistant position is both to assist in finding health services and residential placements for youth in the juvenile justice system and to provide follow-up to these same youth.

The funds for the two positions will be spent as follows:

0.75 FTE 8173 Legal Assistant	
Salary ($1,721 biweekly x 20.7 pay periods)	$ 35,625
Fringe benefits	8,419
Subtotal	$ 44,044
1.0 FTE 8174 Civil Attorney	
Salary ($2,100 biweekly x 26.1 pay periods)	$ 55,071
Fringe benefits	12,873
Subtotal	$ 67,944
Total	$111,988

2. Although Mr. Kiyota advises that the funds for the two new positions are to be coded "G" for grant-funded positions so that the positions would terminate when the grant funds expire, this subject legislation does not provide for the positions to be designated as "G" positions.

3. This proposed resolution requests approval and authorization for MCJC to apply for, accept, and expend the subject funds in future years, without obtaining future approval from the Board of Supervisors. According to Mr. Clendinen, MCJC anticipates that the Juvenile Accountability Incentive Block Grant (JAIBG) funding will be available in the next fiscal years, based on Federal appropriations, at approximately the same estimated award amount that is being provided in the current fiscal year. Mr. Clendinen states that the same programs which would receive the funds in FY 1999-2000 would receive the funds in future fiscal years and that these programs would similarly be required to appropriate matching funds.

The Budget Analyst questions the authorization for MCJC to accept and expend future JAIBG funds, without subsequent approval by the Board of Supervisors. The Budget Analyst notes that (1) future grant funding could increase or decrease; (2) specific programs could be eliminated or added; (3) indirect City costs are not included in the grant; (4) there is no time limitation for

future year authorization; and (5) given the fact that matching funds are required, this provision could bind future City funds for such purposes without the Board of Supervisors knowledge or approval.

Therefore, the Budget Analyst recommends that this provision to approve and authorize MCJC to apply for, accept and expend future years Juvenile Accountability Incentive Block Grant funding be deleted from the proposed resolution.

4. The Attachment is the Grant Application Information Form, as prepared by the MCJC. The Grant Application Information Form states that $145,000 will be spent on contractual services. However, according to Mr. Clendinen, the actual amount to be spent on contractual services is $332,073.

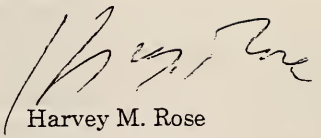
5. MCJC has prepared a Disability Access Checklist which is on file with the Board of Supervisors.

Recommendations:

1. Amend the proposed resolution to designate the two new positions in the Public Defender's Office as "G" or "Grant-funded" positions.

2. Amend the proposed resolution to delete lines 12 through 15, which otherwise would authorize MCJC to apply for, accept, and expend future years Juvenile Accountability Incentive Block Grant funds without first obtaining approval of the Board of Supervisors.

3. Approve the proposed resolution, as amended.



Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
President Ammiano
Supervisor Brown
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Yaki
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

Attachment

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution

Authorizing a Department to Accept & Expend Grant Funds

To: **The Board of Supervisors**

Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Mayor's Criminal Justice Council (MCJC)
2. Contact Person: Travis Kiyota Telephone: (415) 554-6165
3. Project Title: Juvenile Accountability Incentive Block Grant
4. Grant Source Agency: Office of Criminal Justice Planning (OCJP), State of California

5. Type of Funds: Federal ___ Federal-State (Pass-Through)X State ___ Local ___ Private ___

6. Proposed (New/Continuation) Grant Project Summary:

The OCJP is providing support to the City and County of San Francisco to support services for at-risk youth and those in the juvenile justice system. The established Juvenile Justice Coordinating Council has authorized MCJC as the lead coordinating agency for this grant and determined priorities for these funds. Grant funds will be used to support services provided by the Juvenile Probation Department, Police, Public Defender, Superior Court, Public Health, Department of Children, Youth and their Families, and the Mayor's Criminal Justice Council.

7. Amount of Grant Funding Applied For: $544,744
8. Maximum Funding Amount Available: $544,744

9. Required Matching Funds? Yes: X No: ___ Cash or In-kind? CASH

If yes, list dollar amount and identify source of Matching Funds in Department Budget:

$60,527, State funding administered by the Mayor's Criminal Justice Council

10. Number of new positions created and funded: (2) positions in the Public Defender

11. If new positions are created, explain the disposition of employees once the grant ends.

These positions in the Public Defender's Office will be temporary Grant funded positions.

12. Are indirect costs eligible costs for this grant? Yes ___ No: X ___

If yes, please identify the amount of $ in indirect costs. ___

13. Amount to be spent on contractual services: $ 145,000

14. a.) Will contractual services be put out to bid? Partial

b). If so, will contract services help to further the goals of the department's MBE/WBE requirements? N/A

15. Is this likely to be a one-time or ongoing request for contracting out? On-going

16. Term of Grant: Start-Date: 4/1/99 End-Date: 3/31/00

17. Date Department Notified of Available Funds: 6/7/99

18. Grant Application Due Date: 1/28/99

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation):

20. Department Head Approval: KIMIKO BURTON DIRECTOR, MCJC

(Name) (Title)

Kimiko Burton

(Signature)

0.475
3/99

City and County of San Francisco
Meeting Minutes
Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B.
Goodlett Place
San Francisco, CA
94102-4689

Tuesday, August 03, 1999 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

Members Present: Sue Bierman, Alicia Becerril.

Members Absent: Mabel Teng.

Meeting Convened

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The meeting convened at 10:12 A.M.

REGULAR AGENDA

990741 **[Pedestrian Safety]**

Supervisor Brown

Ordinance amending Traffic Code by adding Sections 79.1, 79.2, 79.3 and 79.4 prohibiting persons from standing, sitting or lying in roadways, curbs or on median strips throughout all streets and highways within the City and County of San Francisco except in emergencies or as otherwise allowed by permit for special events.

(Amends Traffic Code by adding Sections 79.1, 79.2, 79.3 and 79.4.)

4/19/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 5/19/1999.
4/26/99, SUBSTITUTED. SUBSTITUTED by Supervisor Brown in Board, bearing same title.
4/26/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 5/19/1999.
5/24/99, SUBSTITUTED. SUBSTITUTED by Supervisor Brown in Board, bearing same title.
5/24/99, ASSIGNED to Housing and Social Policy Committee.
6/15/99, CONTINUED TO CALL OF THE CHAIR. Speakers: None. Continued at the request of sponsor.

Heard in Committee. Speakers: Supervisor Brown; Rita Zimbler; Jim Reid; Commissioner Jane Morrison, Human Services Commission; Ted Lakey, Deputy City Attorney; Rubin Goodman; Connie Ford, S.F. Labor Council; Howard Wallace, Local 250; Sister Bernie Galvin; Lisa Gray, Poor Magazine; Laura Ware, Homeless Coordinating Board; Ernestine Weiss; Phillip Babcock, Pride at Work; Judy Appel, Coalition on Homelessness; John DeJohn; Chris Dernilo; Mr. Aketma; Jason Albertson; Julia Greenfield, Lawyer's Committee for Civil Rights; Jakkee Bryson; Diane Paine; Mr. Ruggery.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 2 - Bierman, Becerril
Absent: 1 - Teng

990935 **[Public Nuisance Vehicle Seizure and Forfeiture]**

Supervisor Brown

Ordinance amending Police Code by adding Article 50 (Sections 5000 through 5002) establishing that any vehicle used to facilitate in the solicitation of acts of prostitution, or the acquisition or attempted acquisition of a controlled substance is a nuisance and subject to seizure and forfeiture.

(Adds Article 50, Sections 5000 through 5002.)

5/10/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 6/9/1999.

6/28/99, SUBSTITUTED. SUBSTITUTED by Supervisor Brown in Board, bearing new title.

6/28/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

Heard in Committee. Speakers: Alan Schlosser, ACLU; Steve Currier, Outer Mission Residents Association; Jakkee Bryson; Phillip Babcock, Harvey Milk Democratic Club; Andrew Long; Mark Ruberg; Lisa Grader, Poor Magazine; Ernestine Weiss; Bob Bagley, Director, San Francisco Hotels; Linda Mjellem, Executive Director, Union Square Association; Annie Ong; Peter Chin; Rubin Goodman; Cpt. Kevin Cashman, Vice Crimes Division, S.F. Police Department; Edmund; Bevan Duffy, Director, Mayor's Office of Neighborhood Services; Supervisor Brown; Captain Fagan, Fiscal Division, S.F. Police Department; Olga Gold.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 2 - Bierman, Becerril
Absent: 1 - Teng

991147 **[Cart Anti-Removal Program]**

Supervisor Brown

Ordinance amending Public Works Code by adding Article 24 Sections 1400-1406, requiring permanently affixed signs on carts and requiring businesses to develop and implement a cart anti-removal program.

(Adds Article 24 Sections 1400-1406.)

6/7/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 7/7/1999.

Heard in Committee. Speakers: Scott Shaw, Department of Public Works; John Handley, Northern California Grocers Association; Jakkee Bryson, Kathleen Gray, Free Carts Program; Steve Currier, Outer Mission Residents Association; Whirlwind Dreamer; Aaron Lewis; Woody Alumbaugh; Rubin Goodman; Alan Chase; Judy Appel, Coalition on Homelessness; Barbara Chionsini, Lakeshore Acres Homeowners; Peter Chin; Captain Dennis Martel, S.F. Police Department; Mara Raider; Coalition on Homelessness; Todd Priest, California Grocers Association; Lisa Grader, Poor Magazine; Supervisor Brown.

REFERRED WITHOUT RECOMMENDATION by the following vote:

Ayes: 2 - Bierman, Becerril
Absent: 1 - Teng

991429 **[Single Room Occupancy (SRO) Hotel Fire Prevention and Stabilization Task Force]**

Supervisors Ammiano, Katz, Bierman

Resolution establishing a Single Room Occupancy (SRO) Hotel Fire Prevention and Stabilization Task Force to make recommendations to the Mayor and the Board of Supervisors and setting forth the membership and duties of the task force.

7/19/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

Heard in Committee. Speakers: Jackkee Bryson; Kim Stricker.

CONTINUED TO CALL OF THE CHAIR by the following vote:

Ayes: 2 - Bierman, Becerril
Absent: 1 - Teng

990168 **[Rent Ordinance]**

Supervisors Leno, Bierman

Ordinance amending Administrative Code (Residential Rent Stabilization and Arbitration Ordinance) by amending the definition of "Housing Services" in Section 37.2(g) to include rights permitted the tenant by agreement, including the right to have a specific number of occupants in a unit, whether express or implied, and whether or not the agreement prohibits subletting or assignment; and by amending Section 37.9(a)(2) to provide that, notwithstanding any lease provision to the contrary, the landlord shall not endeavor to recover possession of the rental unit as a result of subletting by the tenant if the landlord has unreasonably withheld the right to sublet, so long as the tenant continues to reside in the unit and the sublet constitutes a one-for-one replacement of the departing tenant(s).

(Amends Sections 37.2(g) and 37.9(a)(2).)

2/1/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 3/3/1999.

3/16/99, CONTINUED. Continued to April 6, 1999, meeting. Speakers: None.

3/22/99, SUBSTITUTED.

3/22/99, ASSIGNED to Housing and Social Policy Committee.

4/6/99, CONTINUED TO CALL OF THE CHAIR. (Continued at the request of sponsor.)

5/24/99, SUBSTITUTED.

5/24/99, ASSIGNED to Housing and Social Policy Committee.

6/1/99, CONTINUED. Heard in Committee. Continued to July 6, 1999, at 11:00 a.m.

7/6/99, CONTINUED TO CALL OF THE CHAIR. Heard in Committee.

Heard in Committee. Speakers: Pauley Meyers; Janan New, Director, San Francisco Apartment Association; Peter Chin; Linda Shu; Jakkee Bryson; Olga Gold; Johnson Yang; Sonya Eng; Andrew Long; Paul Cahill; Lloyd Sligler; Dee Lu, ; Kim Stricker; Nancy Tucker; Bill Quan; Don Yuen; Darwin Lewis; Russ Sharpengay; Judy Appeal, Coalition on Homelessness; Robert Hann; Emma Newman, Poor Magazine; Anastasia Negan; Lisa Grader, Poor Magazine; Maura Leider; Ted Gullikson, San Francisco Tenants Union; Gin Jiang; Lon Legnitto; Cesar Cruz; Miquel Rameriz; Paul Shiu; Vicky Wong; Gretchen Lee; San Jew; Marie Corlett-Blitz, Deputy City Attorney; Ted Lakey, Deputy City Attorney; Polly Marshall, Residential Rent Stabilization and Arbitration Board; Bart Murphy, Residential Rent Stabilization and Arbitration Board; Delna Wolfe, Deputy Director, Residential Rent Stabilization and Arbitration Board. Amended. On Page 9, line 16 after "sublet" insert "following a written request by the tenant,". On line 18 after "tenants" add "If the landlord fails to respond to the tenant in writing within fourteen (14) days of receipt of the tenant's written request, the tenant's request shall be deemed approved by the landlord."

AMENDED.

REFERRED WITHOUT RECOMMENDATION by the following vote:

Ayes: 2 - Bierman, Becerril
Absent: 1 - Teng

ADJOURNMENT

The meeting adjourned at 3:52 P.M.

Public Library, Gov't Information Ctr., 5th Flr.
Attn: Susan Hom, Dept. 41

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CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

July 30, 1999

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: August 3, 1999 Housing and Social Policy Committee Meeting

DOCUMENTS DEPT.

AUG 1 0 1999

SAN FRANCISCO
PUBLIC LIBRARY

Item 2 – File 99-0935

Departments: City Attorney
District Attorney
Police Department

Item: Ordinance adding Article 50, Sections 5000 through 5002, to the San Francisco Police Code establishing that any vehicle used to facilitate the solicitation of acts of prostitution, or the acquisition, or attempted acquisition, of a controlled substance is a nuisance and subject to seizure and forfeiture.

Description: The proposed ordinance would establish that the use of vehicles by their occupants to solicit acts of prostitution or to acquire, or attempt to acquire, any controlled substances, constitutes a public nuisance, and therefore, the seizure and forfeiture of such vehicles, by deterring such activities, promotes the public interest.

Under the proposed ordinance, vehicles which are seized and forfeited would be sold by the City at

public auction. Attachment I, a memorandum written by Mr. John Kennedy, Deputy City Attorney, explains how the public auction proceeds would be distributed.

The proposed ordinance does not specify who would be responsible for determining the policies and procedures which would guide the distribution of the public auction proceeds.

Comments:

1. Mr. Kennedy advises that the proposed ordinance incorporates many of the features of a similar ordinance adopted by the City of Oakland which he considers to be a valuable model because it has been in operation since 1997 and has withstood an American Civil Liberties Union legal challenge. According to Mr. Kennedy, however, the proposed ordinance has even greater due process protections than the Oakland ordinance, as provided for in other seizure and forfeiture legislation currently before the Congress.

2. According to Mr. Kennedy, both the City Attorney's Office and the District Attorney's Office would be able to prosecute cases under the proposed legislation. In Attachment II, however, Mr. Terence Hallinan, the District Attorney, states that the District Attorney's Office would be available to provide advice to the City Attorney's Office, at its request, on the City Attorney's prosecution of cases under the proposed legislation. The District Attorney would be willing to provide advice at no charge to the City Attorney's Office.

3. Mr. Kennedy states that the City Attorney may at some future date request additional funding to administer and enforce the proposed ordinance since the number of proceedings anticipated and the resulting workload is not known at this time.

4. According to Captain Kevin Cashman of the Police Department's Narcotics and Vice Crimes Division, that Division will be responsible for collecting evidence, making the vehicle seizures, launching the investigations, ensuring that the due

process protections are implemented, and storing and auctioning forfeited vehicles.

5. Captain Cashman estimates that one operation by the Division's Narcotics Unit to seize vehicles used in the acquisition, or attempted acquisition, of controlled substances would require the utilization of on-duty staff time valued at $3,114, if only on-duty staff are used. If only staff on overtime are used, each operation would cost $4,799 in overtime salary payments. A breakdown of these cost estimates, provided by Captain Cashman, is contained in Attachment III. Captain Cashman states that, based on one Narcotics Unit vehicle seizure operation per month, the estimated annual personnel cost would be between (a) on-duty staff time valued at $37,368, if only on-duty staff are used, and (b) overtime salary payments of $57,588, if only staff on overtime are used.

6. Captain Cashman estimates that one operation by the Division's Vice Crimes Unit to seize vehicles used in the solicitation of acts of prostitution would cost $2,520 if only one decoy was used (utilizing on-duty staff time valued at $738, plus $1,782 in overtime salary costs). If two decoys were used, the overall cost would double to $5,040. A breakdown of these cost estimates, provided by Captain Cashman, is contained in Attachment IV. Captain Cashman states that, based on one Vice Crimes Unit vehicle seizure operation per month, the estimated annual personnel costs would range, depending on the number of decoys which were used, between (a) $30,240, comprising on-duty staff time valued at $8,856, plus $21,384 in overtime salary costs, if one decoy was used, and (b) $60,480, comprising on-duty staff time valued at $17,712, plus $42,768 in overtime salary costs, if two decoys were used.

7. Captain Cashman estimates that each operation run by the Division's Vice Crimes Unit and by its Narcotics Unit is expected to seize 15 – 20 vehicles. If both Units each ran 12 operations annually, they collectively would seize between an estimated 360

and 480 vehicles per year. In 1998, Oakland seized 231 vehicles and collected revenue from auctioning those vehicles (and from cash forfeited in lieu of vehicle forfeiture) totaling $69,198. This represents approximately $300 per vehicle seized. If the 360 to 480 vehicles seized in San Francisco were comparable to those seized in Oakland, the annual estimated revenue from vehicles seized in San Francisco would be between $108,000 and $144,000.

8. If this proposed ordinance is enacted, Captain Cashman states that additional funds would not be requested for Police Department enforcement of this ordinance.

Recommendation: Approval of the proposed ordinance is a policy decision for the Board of Supervisors.

CITY AND COUNTY OF SAN FRANCISCO

LOUISE H. RENNE
City Attorney

OFFICE OF THE CITY ATTORNEY

JOHN I. KENNEDY
DEPUTY CITY ATTORNEY

DIRECT DIAL: (415) 554-4662
FACSIMILE: (415) 554-4699
E-MAIL: JOHN_KENNEDY@ci.sf.ca.us

MEMORANDUM
PRIVILEGED & CONFIDENTIAL

TO: ALAN GIBSON
Budget Analyst

FROM: JOHN I. KENNEDY
Deputy City Attorney

DATE: July 29, 1999

RE: Vehicle Seizure and Forfeiture Ordinance

Pursuant to your request, I will attempt to address a number of issues you have raised regarding the proposed ordinance.

Following a Court order forfeiting a seized vehicle to the City, the City shall cause the vehicle to be sold at auction and the proceeds of the sale shall be distributed as provided under the ordinance.

The proceeds are to first be distributed to any bona fide or innocent purchaser, conditional sales vendor, mortgagee or lien holder of the property up to the amount of his or her interest in the property.

Any remaining proceeds would be distributed to the City to defray the costs incurred by either the District Attorney or City Attorney in connection with the publication of notices, and the sale of the vehicle, including expenditures for any necessary repairs, storage, or transportation of the vehicle. This provides for recovery of administrative costs involved in the sale of the vehicle by the City, including those costs incurred by the Police Department in connection with the sale of the vehicle.

Finally, any remaining proceeds would be distributed as follows: fifty percent to drug education and prevention programs, and fifty percent to the District Attorney or City Attorney, depending on which office initiated the action. With respect to drug education and prevention programs, the City has the ability to designate which programs such funds shall be distributed to.

I hope this addresses your concerns. If you have any further questions or comments, please do not hesitate to contact me. Thank you for your consideration.

Attachment II

TERENCE HALLINAN
DISTRICT ATTORNEY
CITY AND COUNTY OF SAN FRANCISCO

MEMORANDUM

To: ALAN GIBSON

From: TERENCE HALLINAN AND PAMELA A. UNDERWOOD

Date: JULY 29, 1999

Subject: SEIZURE AND FORFEITURE OF VEHICLES INVOLVED IN PROSTITUTION AND NARCOTICS PURSUANT TO PROPOSED SAN FRANCISCO ORDINANCE ARTICLE 50

We spoke with Marsha Meyers, the Oakland City Attorney in charge of Oakland's local ordinance for seizing and forfeiting vehicles involved in prostitution and narcotics, and Andy Cuellar, the Deputy District Attorney who advises the Oakland city attorney on the forfeiture program. The Oakland City Attorney's office handles all the seizures and forfeitures of the vehicles under the Oakland "Beat Feet" Ordinance. The Alameda County District Attorney's Office is not involved in the operation of the "Beat Feet" program. The Alameda County District Attorney's Office gives advice to the City Attorney's Office in situations where they seek advice about the forfeitures. As with the Alameda County District Attorney's office, the San Francisco District Attorney's Office would be willing to be in an advisory capacity about the forfeitures upon request of the City Attorney's office at no charge.

Our inquires further indicate that this program involves a major commitment of personnel. Ms. Meyers of the Oakland City Attorney's Office informed us that the Oakland City Attorney's Office has the following personnel dedicated to this operation: the equivalent of one full time attorney; one full time paralegal; one full time secretary; and three full time claims investigators. In addition, the Oakland operation involves 20 to 25 police officers, who are paid overtime, per decoy operation.

To date, the Oakland program has seized 300 cars. Usually one vehicle is forfeited per month. The Oakland City Attorney said they lose money on the "Beat Feet" program.

The trial court in Alameda County upheld the Oakland ordinance on constitutional grounds. The case is currently on appeal. We are informed that it is a very close question on the preemption issue. The appellate courts decision is expected by the end of this year. If the Board of Supervisors is considering enacting the San Francisco Ordinance, we suggest that the Board defer the enactment until the appellate decision is issued.

850 Bryant Street, San Francisco, California 94103 • Tel. (415) 553-1752 • http://www.ci.sf.ca.us/da/

Memorandum

San Francisco Police Department

		APPROVED	YES	NO
TO:	Captain Kevin Cashman Commanding Officer Narcotics – Vice Crimes Division		☐	☐
			☐	☐
FROM:	Lieutenant Kitt Crenshaw Narcotics Division		☒	☐
DATE:	Friday, 07/16/99			
SUBJ:	Seizure and Forfeiture of Vehicle Used to Solicit an Act of Prostitution			

After a discussion with Lt. Kilroy regarding seizure of vehicles pursuant to our enforcement of the pending ordinance, I called the Oakland Police Department and Officer Bob Mattox of the STOP Program. As a result of the information received I have factored the cost and necessary staffing for a typical enforcement action.

Buy or sell officers	(1) Q-4	overtime	8 hrs @ $40.43= $323.44
	(1) Q-4	on-duty	8 hrs @ $28.54= $228.32
Cover Team	(2) Q-37	overtime	16 hrs @ $50.70= $811.20
	(2) Q-37	on-duty	16 hrs @ $32.45= $519.20
Arrest Team	(4) Q-37	Overtime	32 hrs @ $50.70= $1,622.40
	(4) Q-37	on-duty	32 hrs @ $32.45 = $1,038.40
Marked Unit or Solo M/C	(1) Q-4	Overtime	8 hrs @ $40.43=$323.44
	(1) Q-4	on duty	8 hrs @ $28.54= $228.32
Interview Officer	(1) Q-37	overtime	8 hrs @ $50.70= $405.60
	(1) Q-37	on-duty	8 hrs @ $32.45=$259.60
Tow Officer	(1) Q-37	overtime	8 hrs @ $50.70=$405.60
	(1) Q-37	on-duty	8 hrs @ $32.45=$259.60

Inventory Officer	(1) Q-37	overtime	8 hrs @ $50.70= $405.60
	(1) Q-37	on-duty	8 hrs @ $32.45= $259.60
Supervisor	(1) Q-60	overtime	8 hrs @ $62.67= $501.36
	(1) Q-60	on-duty	8 hrs @ $40.11= $320.88

Total Overtime Cost: = $4,798.64
Total On-Duty Cost: = $3,113.92

Based upon the above related cost for operations and future cost of program facilitation, there must be cost recovery. Also, vehicle storage and administration fees must be considered as program cost.

Therefore, I recommend this pending ordinance be modified from its present form to include these considerable costs.

Memorandum

San Francisco Police Department

	APPROVED	YES	NO
		☐	☐
		☐	☐
	HC 936	☒	☐

To: Captain Kevin Cashman
Commanding Officer
Narcotics/Vice Crimes Division

From: Lieutenant Ray Kilroy
Vice Crimes Division

Date: July 26, 1999

Subj: SEIZURE AND FORFEITURE OF VEHICLE USED TO SOLICIT AN ACT OF PROSTITUTION

On today's date, I received a telephone call from Alan Gibson from the Budget Analyst's Office. Mr. Gibson was inquiring about the costs associated with implementing the proposed ordinance of towing vehicles used during a solicitation for prostitution. Mr. Gibson informed me that the proposed ordinance does not contain any provisions for the cost recovery to the Department.

After observing similar operations in Oakland and our own F.O.P.P. operations, the following costs will be incurred for an operation:

ON DUTY	HRS.	WAGE	COST
2 cover officers - 8 hours each (Q-2)	16.00	27.49 *	439.84
1 supervisor - 8 hours (Q-52)	8.00	37.31 *	298.48
TOTAL ON DUTY	24.00		738.32
OVERTIME			
1female decoy - 8 hours (Q-2)	8.00	40.43 *	323.44
1 cover officer - 8 hours (Q-2)	8.00	40.43 *	323.44
1 interviewer - 8 hours (Q-37)	8.00	50.70 *	405.60
1 audio technician - 8 hours (Q-37)	8.00	50.70 *	405.60
1 vehicle processing officier - 8 hours (Q-2)	8.00	40.43 *	323.44
TOTAL OVERTIME	40.00		1781.52
TOTAL HOURS/COST PER OPERATION	64.00		2519.84

*Night differenetial included

These costs reflect one operation with one female decoy. Ideally, we would conduct an operation with two decoy officers which would insure a sizeable number of cars being towed. As such, the costs would amount to $5,039.68. In addition to the costs incurred for the operations, I would recommend that an inspector be assigned to coordinate the program. This would amount to $67,756.00 a year. This would insure compliance with the ordinance and liaison with the District and City Attorney.

Item 3 – File 99-1147

Department: Department of Public Works (DPW)

Item: Ordinance amending Part II, Chapter X of the San Francisco Municipal Code (Public Works Code) by adding Article 24, consisting of Sections 1400 through 1406, to require businesses in the City to permanently affix signs on various types of carts and develop and implement a cart anti-removal plan. A cart, as defined by the proposed ordinance, is a basket or metal platform mounted on wheels that is used by a customer of a business for the purpose of transporting goods or laundry, such as a shopping or Laundromat cart.

Description: The proposed ordinance would amend the San Francisco Municipal Code (Public Works Code) to add Article 24, a new article. Article 24, consisting of Sections 1400 through 1406, would require businesses in the City that own or provide more than 10 carts for use by its customers to:

(1) Permanently affix signs on carts that contain the following information:

- Identification of the owner of a cart or the business providing such cart, or both, for use by its customers;
- Identification of the procedures to be utilized for the authorized removal of a cart from the premises or parking area of a business;
- Notification that removal of a cart from the premises or parking area of a business and/or unauthorized possession of a cart is a violation of State law; and
- A valid telephone number or address of the cart owner or business providing such carts for use by its customers. This data provides the necessary information for returning the carts.

(2) Develop and implement a plan to prevent persons from removing carts from the premises or parking area of a business without receiving prior authorization from such business or the owner of the carts. This cart anti-removal plan would include the following elements:

- Public education regarding the illegality of removing and possessing carts off the premises or parking area of a business, including the posting of signs and other forms of written notice of such laws;
- Identification of the physical measures to be taken by businesses in order to prevent the unauthorized removal of carts from the premises and parking areas of such businesses, including the installation of automatic locking devices on the wheels of carts to prevent them from being moved beyond the premises or parking area of a business, the construction of security perimeters and/or the posting of security guards to deter and stop persons from removing carts from the premises and parking areas; and
- A proposed schedule for a business to implement its cart anti-removal plan.

Within 60 days from the effective date of the proposed ordinance, any business that owns or provides more than 10 carts for use by its customers must submit a cart anti-removal plan for approval by the Department of Public Works (DPW). A business must then implement the cart anti-removal plan approved by DPW within 30 days from the date of obtaining such approval, unless DPW agrees in writing to a different schedule.

In addition, on or before January 1 of each year, businesses must provide the DPW with a report evaluating the cart anti-removal plan approved by the DPW and used by businesses in the preceding year. The report must include the following information:

- The total number of carts that a business lost due to persons removing such carts from its premises or parking area without receiving prior authorization from such business or the owner of the carts;
- A plan for either continuing the same cart anti-removal measures that were in effect during the previous year or modifying such measures.

If DPW at any time determines that cart anti-removal plans in effect are not adequately preventing the removal of carts, DPW may request businesses to modify such plans. Thereafter, a business must implement the

modified plan within 30 days from the date that DPW requested that the plan be modified, unless DPW agrees in writing to a different schedule.

Any business, that submits a cart anti-removal plan that DPW either (a) disapproves or (b) requires modifications, may appeal such determination to the Director of DPW. Thereafter, the Director of DPW's determination upon an appeal would be final.

Businesses, that fail to (a) submit to the Director of DPW cart anti-removal plans within 60 days from the effective date of the proposed ordinance; and/or (b) implement a plan approved by DPW; and/or (c) provide an annual report evaluating such plans, would be subject to an administrative penalty of $1,000, plus an additional penalty of $50 for each day that they do not comply with this ordinance.

Comments:

1. In the attached memorandum, provided by Mr. Scott Shaw of DPW, Mr. Shaw states that in order to implement the proposed ordinance, DPW would request supplemental appropriation monies, totaling $86,310 in FY 1999-2000, including $66,310 for one new FTE Environmental Control Officer position for the ten-month period of September 1, 1999 through June 30, 2000 and $20,000 for the one-time cost of a new vehicle for such position. Thereafter, according to Mr. Shaw, DPW would require $79,568 annually to continue to fund the proposed new Environmental Control Officer position. Also in the attached memorandum, referring to the revenue which would be provided to the City by businesses which do not comply the proposed ordinance, Mr. Shaw states "Since we cannot anticipate how many businesses will not comply and what fines, if any, they might pay, it is not possible to estimate how much revenue might be recovered."

2. According to Mr. Shaw, the primary duties of the proposed Environmental Control Officer position would include reviewing (a) the cart anti-removal plans and (b) annual reports evaluating such plans submitted to DPW by businesses that would be required to do so in accordance with the proposed legislation. In addition, the

proposed new position would perform on-site inspections of cart anti-removal measures that are taken by businesses required to comply with this ordinance. Mr. Shaw states that currently DPW has no vacant positions to fill which could assume responsibility for such duties.

3. The State of California currently does not require businesses that own or provide carts for use by its customers to (a) permanently affix signs on carts identifying the owner of the carts or business providing such carts and (b) develop and implement cart anti-removal plans. However, the State does make it unlawful for any person to remove a shopping cart or laundry cart, that displays a permanently affixed sign identifying the cart owner or business providing such cart, from the premises or parking area of a business with the intent to temporarily or permanently deprive the cart owner or business of possession of the cart. Any person who violates this State law is guilty of a misdemeanor punishable with a sentence of 6 months to one year in prison and a fine of $1,000.

Recommendation: Approval of the proposed ordinance is a policy matter for the Board of Supervisors.

for Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
President Ammiano
Supervisor Brown
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Yaki
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

Attachment

City and County of San Francisco

Department of Public Works
Bureau of Street Environmental Services

MEMORANDUM

Date: July 30,1999

To: John W. Cone, Superintendent
Scott Shaw 7-30-99

From: Scott Shaw, Assistant Superintendent

Subject: ESTIMATED COST OF IMPLEMENTING PROPOSED SHOPPING CART ORDINANCE

In order to implement the proposed shopping cart legislation, we would need a new 8280 Environmental Control Officer position and a vehicle. The annual cost for an 8280 is approximately $79,568:

Base Salary	$44,631
Mandatory Fringe Benefits	10,622
Bureau and Department indirect costs	24,315
	$79,568

A new vehicle (one time cost) is estimated at $20,000, for a total of $99,568 the first year, $79,568 annually thereafter. However, DPW will be requesting only $86,310 to fund this position for 10 months of FY 99/00 (September,1999 - June, 2000).

Currently, there are no 8280 vacancies to take on these responsibilities.

As for revenues that might be generated by the new Ordinance, there are no registration fees, only fines for non-compliance. Since we cannot anticipate how many businesses will not comply and what fines, if any, they might pay, it is not possible to estimate how much revenue might be recovered.

c: Gab Cabrera

SS/SEA

(415) 695-2017
FAX 695-2175
2323 Cesar Chavez Street
San Francisco 94124-1091

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City and County of San Francisco
Meeting Minutes
Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B.
Goodlett Place
San Francisco, CA
94102-4689

Tuesday, August 17, 1999 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

Members Present: Sue Bierman, Alicia Becerril.

Members Absent: Mabel Teng.

DOCUMENTS DEPT.

AUG 19 1999

SAN FRANCISCO
PUBLIC LIBRARY

Meeting Convened

Meeting convened at 10:12 a.m.

REGULAR AGENDA

991525 **[State grant in the amount of $55,000 to purchase equipment for SFPD Marine Unit at Treasure Island, to provide law enforcement services including search and rescue operations]**

Resolution authorizing the Chief of Police of the City and County of San Francisco to apply for retroactively, accept and expend funds made available through the "California Department of Boating and Waterways Safety and Enforcement Equipment Grant" for the San Francisco Police Department's Marine Unit. (Police Department)

8/3/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

Heard in Committee. Speakers: Sergeant Lopez, SFPD; Dave Cabrera, Budget Analyst's Office.

RECOMMENDED.. by the following vote:

Ayes: 2 - Bierman, Becerril
Absent: 1 - Teng

991526 **[State grant in the amount of $55,000 to purchase a vessel and trailer to replace the current 1989 Sea Ark vessel for SFPD Marine Unit at Treasure Island, to provide law enforcement services including search and rescue operations]**

Resolution authorizing the Chief of Police of the City and County of San Francisco to apply for retroactively, accept and expend funds made available through the "California Department of Boating and Waterways Safety and Enforcement Vessel Replacement Grant" for the San Francisco Police Department's Marine Unit. (Police Department)

8/3/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

Heard in Committee. Speakers: Sergeant Lopez, SFPD.

RECOMMENDED.. by the following vote:

Ayes: 2 - Bierman, Becerril
Absent: 1 - Teng

991527 **[Continuous grant of $300,000 for Police Department in coordination with City, State and local community organizations to combat crime, reduce drug dealing and drug related violence at the Ocean View/Merced Heights/Ingleside districts]**

Resolution authorizing the Chief of Police of the City and County of San Francisco to accept and expend funds made available through the California Office of Criminal Justice Planning for a project designated "Operation Revitalization - Ocean View/Merced Heights/Ingleside", and waiving indirect costs due to funding constraints. (Police Department)

8/3/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

Heard in Committee. Speakers: Tim Armour, Inspector, SFPD; Regina Blosser, Chairperson, OMI Neighbors in Action; Lieutenant Kaplan, SFPD; Jakkee Bryson.

RECOMMENDED.. by the following vote:

Ayes: 2 - Bierman, Becerril
Absent: 1 - Teng

ADJOURNMENT

The meeting adjourned at 10:33 a.m.

Public Library,Gov't Info. Ctr., 5th Flr.
Attn: *Susan Hom*

SF
390.475
#3
8/17/99

CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

August 13, 1999

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: August 17, 1999 Housing and Social Policy Committee Meeting

DOCUMENTS DEPT.

AUG 17 1999

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Items 1 and 2 – File 99-1525 and 99-1526

Department: Police Department (SFPD)

Items: Item 1, File No. 99-1525
Resolution authorizing the Chief of Police to accept and expend grant funds in the amount of $55,000 from the California Department of Boating and Waterways for the purchase of various equipment for the Police Department's Marine Unit.

Item 2, File No. 99-1526
Resolution authorizing the Chief of Police to accept and expend grant funds in the amount of $55,000 from the California Department of Boating and Waterways for the purchase of a patrol boat and with trailer for the Police Department's Marine Unit.

Item 1, File No. 99-1525

Grant Amount: $55,000

Source of Funds: California Department of Boating and Waterways

Grant Period: May 18, 1999 through May 18, 2000 (12 months)

Item 2, File no. 99-1526

Grant Amount: $55,000

Source of Funds: California Department of Boating and Waterways

Grant Period: June 1, 1999 through June 10, 2000 (approximately 12 ½ months)

Description: According to Sergeant Danny Lopez of the SFPD, the SFPD's Marine Unit provides law enforcement along 64 square miles of navigable waterways within the City and County of San Francisco. In addition, Sergeant Lopez reports that the SFPD Marine Unit (a) supervises sailing races, swimming events and other organized water events, (b) assists the United States Coast Guard in offshore search and rescue operations and (c) investigates marine vessel accidents within the City and County of San Francisco. According to Sergeant Lopez, the SFPD Marine Unit includes of five sworn police officers, owns three marine vessels and is headquartered on Treasure Island.

The proposed resolution (File No. 99-1525) would authorize the Chief of Police to accept and expend grant funds in the amount of $55,000 from the California Department of Boating and Waterways for the purchase of various equipment for the San Francisco Police Department's Marine Unit, including the following items:

1. An electronic control system to replace the existing manual control system on the Marine Unit's motor lifeboat.
2. An air compressor to refill the Marine Unit's SCUBA tanks with oxygen. Currently, the Unit must arrange for the Fire Department to refill such tanks.
3. A wireless radio system to expedite communications between Marine Unit divers and other SFPD personnel on the surface. Currently, there is no radio communication between divers and other SFPD personnel. Instead, divers must surface from

underwater and remove their SCUBA gear to communicate with others.

4. Non-skid tape to replace the existing tape which is peeling off of the Unit's motor lifeboat.
5. "Night-vision" equipment for Marine Unit staff to conduct more effective search and rescue operations at night.
6. Five dry suits for use by Marine Unit divers at the scenes of hazardous events in the Bay. Currently, the Unit owns five wet suits, but does not own any dry suits, which cover all of a diver's body. A wet suit leaves parts of a diver's body exposed to the environment in the water.
7. A set of binoculars that stabilize images located in moving water in the Bay.
8. Two sets of standard binoculars for Marine Unit staff to conduct more effective search and rescue operations during the day.
9. A heavy-duty coat and pantsuit with bib top, that is water-resistant, for use by Marine Unit staff during inclement weather in the Bay.
10. Six lifejackets and two bib/pants for use by Marine Unit staff to rescue persons in danger of drowning in the Bay. Currently, the Unit owns six lifejackets.
11. A Dewatering Pump to remove water from sinking boats and other marine vessels.
12. Three Intoximeter Units to measure Blood Alcohol Content of persons who are suspected of operating a marine vessel in the Bay while under the influence of alcohol.
13. Electronic equipment to aid Marine Unit staff to maneuver more effectively through the Bay's waterways and locate distressed marine vessels in the Bay.

The SFPD Marine Unit would also use a portion of the proposed grant funds to strip and repaint the bottom of the Unit's 47-foot motor lifeboat.

The other proposed resolution (File No. 99-1526) would authorize the Chief of Police to accept and expend grant funds in the amount of $55,000 from the California Department of Boating and Waterways for the purchase

of a patrol boat with trailer for the San Francisco Police Department's Marine Unit.

As noted above, currently the SFPD Marine Unit owns three marine vessels, including a motor lifeboat and two patrol boats. However, according to Sergeant Lopez, presently one of the two patrol boats does not operate and is in need of mechanical repairs whose costs would total approximately $8,000.

Budget:

Attachment I, provided by the SFPD, contains the budget details to support the use of $55,000 in grant funds for the purchase of various equipment for the SFPD Marine Unit (File no. 99-1525).

Attachment II, also provided by the SFPD, contains the budget details to support the use of $55,000 in grant funds for the purchase of a patrol boat and trailer for the SFPD Marine Unit (File no. 99-1526).

Required Match:

None.

Indirect Costs:

The State Department of Boating and Waterways does not allow for the inclusion of indirect costs under these grants.

Comments:

1. According to Sergeant Lopez, the proposed patrol boat, which would be purchased with the subject grant funds, would replace one of the two existing patrol boats currently owned by the SFPD Marine Unit. Sergeant Lopez states that the Department anticipates that the operating and maintenance costs for the new patrol boat would be less than the costs for the patrol boat which it replaces.

2. The proposed resolution states that the Chief of Police is authorized to execute on behalf of the City and County of San Francisco the subject Grant Award Agreement including any extensions and funding augmentations from the State Department of Boating and Waterways, without first obtaining prior approval from the Board of Supervisors of such changes.

3. Attachment III, provided by the SFPD, are the Grant Application Information Forms.

4. The SFPD has prepared a Disability Access Checklist for the proposed grant programs, which is on file with the Clerk of the Board of Supervisors.

5. Although the commencement date of the grants are May 18, 1999 (file no. 99-1525) and June 1, 1999 (file no. 99-1526), Sergeant Lopez advises that no funds have been accepted or expended. Therefore, the resolutions do not need to provide for retroactivity.

Recommendation: Approval of the proposed resolution is a policy matter for the Board of Supervisors since the Chief of Police is authorized to execute on behalf of the City and County of San Francisco the subject Grant Award Agreement including any extensions and funding augmentations from the State Department of Boating and Waterways without obtaining prior approval from the Board of Supervisors of such changes.

California Department of Boating and Waterways Grant Equipment Budget

Electronic control system "Morse Controls" 3-stations twin engines	$4,500.00
"Max-Air90G" breathing air compressor	$6,095.00
Underwater and surface wireless communications systems	$6,686.00
3M non skid decking for 47 MLB	$1,633.00
ITT Night Mariner 260 night vision	$2,500.00
O.S. Systems SARR 420 Drysuit (5 ea.)	$4,784.10
Canon Image Stabilizer Binoculars	$899.99
Tasco Offshore Waterproof Binoculars	$500.00
Mustang Survival Ocean Class MC1700 Coat and Ocean Class Bib Pant	$700.60
Mustang Bomber Jacket PFD (6 ea.) Mustang Bib pants (2 ea.)	$1,133.31
Scot CG-P5B dewatering pump	$2047.00
Alco-sensor IV (with memory) / DP 1012 printer intoximeters (3 ea.)	$3,050.00
Raytheon RL72 Radar System and GPS sensors, speed transducers Depth transducer, compass transducer and ST80 display	$6,174.95
47 MLB haul out vessel, high pressure wash bottom, set, re-launch Renew bottom paint with epoxy and anti fouling paint Prepare and paint from upper boot top to main deck Remove old non skid, prepare deck, prime and relay new non skid Prepare and repaint the superstructure.	$14,197.00
TOTAL	**$55,000.00**

California Department of Boating and Waterways Vessel Replacement Budget

Heavy aluminum patrol boat 23' to 25' in length with trailer $55,000.00

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authoring a Department to Accept & Expend Grant Funds

To: Ms. Gloria L. Young
Clerk of the Board of Supervisors
One Carlton B. Goodlett Way
San Francisco, CA. 94102

The following describes the grant referred to in the accompanying resolution:

1. Department: Police Department

2. Contact Person: Sgt. Danny Lopez

3. Project Title: Boating Safety and Enforcement Equipment Grant

4. Grant Source Agency: California Department of Boating and Waterways

5. Type of Funds: __Federal X Federal-State (Pass-Through) __State __Local __Private

6. Proposed (New/Continuing) Grant Proposal Summary:

The SFPD Marine Unit provides law enforcement of 64 square miles of navigable waterways; and inspection/examination of a vessel's registration, required equipment, and sanitary pollution and control. This unit provides services on a full-time basis from their headquarters on Treasure Island. The Marine Unit supervises 316 sailing races, 35 swimming events, any other organized water events, and also assists in search and rescue operations within San Francisco County. This Unit is also responsible for investigating all vessel accidents, and the recovery of drowning victims within San Francisco County.

7. Amount of Grant Funding Applied for: $55,000.00

8. Maximum Funding Amount Available: $55,000.00

9. Required Matching Funds? None

10. Number of new Positions Created and Funded: None

11. If new positions are created, explain the disposition of employees once the grant ends:

12. Are indirect costs eligible costs for this grant No

13. Amount To Be Spent On Contractual Services: 0.00

14. Will Contractual Services Be Put Out on Bid? No

15. Is this likely to be a one-time or ongoing request for contracting out? One-time

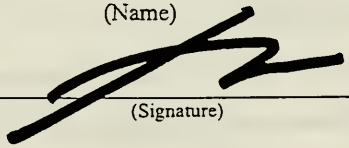
16. Term of Grant: May 18, 1999 through May 18, 2000

17. Date Department Notified of Available Funds: March 18, 1999

18. Application Due Date: March 12, 1999

19. Grant Funding Guidelines and Options (from RFP, grant announcement or appropriations legislation): California Department of Boating and Waterways contract.

20. Department Head Approval: **Fred H. Lau** (Name) **Chief of Police** (Title)



(Signature)

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authoring a Department to Accept & Expend Grant Funds

To: Ms. Gloria L. Young
Clerk of the Board of Supervisors
One Carlton B. Goodlett Way
San Francisco, CA. 94102

The following describes the grant referred to in the accompanying resolution:

1. Department: Police Department

2. Contact Person: Sgt. Danny Lopez

3. Project Title: Boating Safety and Enforcement Vessel Replacement Grant

4. Grant Source Agency: California Department of Boating and Waterways, Boating Safety and Enforcement

5. Type of Funds: __Federal X Federal-State (Pass-Through) __State __Local __Private

6. Proposed (New/Continuing) Grant Proposal Summary:

The SFPD Marine Unit provides law enforcement of 64 square miles of navigable waterways; and inspection/examination of a vessel's registration, required equipment, and sanitary pollution and control. This unit provides services on a full-time basis from their headquarters on Treasure Island. The Marine Unit supervises 316 sailing races, 35 swimming events, any other organized water events, and also assists in search and rescue operations within San Francisco County. This Unit is also responsible for investigating all vessel accidents, and the recovery of drowning victims within San Francisco County.

These grant funds shall be used to purchase a patrol boat and trailer that will replace the Units current 1989 Sea Ark vessel.

7. Amount of Grant Funding Applied for: $55,000.00

8. Maximum Funding Amount Available: $55,000.00

9. Required Matching Funds? None

10. Number of new Positions Created and Funded: None

11. If new positions are created, explain the disposition of employees once the grant ends:

12. Are indirect costs eligible costs for this grant No

13. Amount To Be Spent On Contractual Services: 0.00

14. Will Contractual Services Be Put Out on Bid? No

15. Is this likely to be a one-time or ongoing request for contracting out? One-time

16. Term of Grant: June 1, 1999 through June 10, 2000

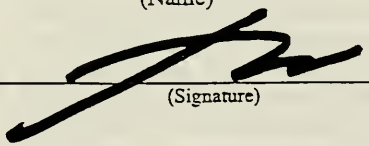
17. Date Department Notified of Available Funds: June 10, 1999

18. Application Due Date: March 12, 1999

19. Grant Funding Guidelines and Options (from RFP, grant announcement or appropriations legislation): California Department of Boating and Waterways contract.

20. Department Head Approval: **Fred H. Lau** **Chief of Police**

(Name) (Title)



(Signature)

Item 3 – File 99-1527

Department:	San Francisco Police Department (SFPD)
Item:	Resolution authorizing the Chief of Police of the City and County of San Francisco to accept and expend funds made available through the State of California Office of Criminal Justice Planning for a project designated "Operation Revitalization – Ocean View/Merced Heights/Ingleside", and waiving indirect costs due to funding constraints.
Grant amount:	$300,000
Grant period:	June 1, 1999 – December 31, 2000 (19 months)
Source of funds:	State of California Office of Criminal Justice Planning (OCJP)
Program:	Operation Revitalization – Ocean View/Merced Heights/Ingleside
Description:	Operation Revitalization – Ocean View/Merced Heights/Ingleside is a program funded by the State OCJP for the suppression, intervention, and prevention of crime in the Ocean View, Merced Heights, and Ingleside districts. This funding would allow the SFPD to continue its collaborations with other City agencies, State agencies, and local community-based organizations to combat crime, in particular drug dealing and drug-related violence, and to revitalize the three neighborhoods.
Budget:	The budget for the subject program grant is summarized as follows:

SFPD Personnel	$128,000
District Attorney's Office Personnel	10,000
Adult Probation Department Personnel	30,000
City Attorney's Office Personnel	10,000
Recreation and Parks Dept. Personnel	19,000
State Employment Development Department	10,000
S.F. SAFE, Inc.	90,000
Audit	3,000
TOTAL:	$300,000

Attachment I, prepared by the SFPD, provides additional budgetary detail.

Required match: None required

Indirect costs: According to the SFPD, indirect costs are ineligible for this State OCJP grant.

Comments:

1. In August 1998, the Board of Supervisors approved a resolution authorizing the Chief of Police to accept and expend State OCJP funds for Operation Revitalization – Oceanview/Merced Heights/Ingleside in the amount of $370,800 for the 18 month period of July 1, 1997 to December 31, 1998. According to Inspector Tim Armour of the SFPD, delays in disbursing those funds led the State OCJP to extend that grant's time period for five months to May 31, 1999. The subject grant represents a $300,000 extension of that earlier grant and would cover the 19 month period June 1, 1999 to December 31, 2000.

2. Of the subject $300,000 grant, it is proposed that $100,000 would be spent on contractual services. The SFPD would renew two existing contracts it has under Operation Revitalization - Oceanview/Merced Heights/Ingleside. Firstly, the SFPD would renew its contract with the State of California Employment Development Department for employment placement services, at a cost of $10,000. Secondly, the SFPD would renew its contract with San Francisco SAFE, Inc., a non-profit community organization involved in promoting

community safety, at a cost of $90,000. These services would not be competitively bid because the SFPD has ongoing and successful relationships with both existing contractors.

3. Attachment II is the Grant Application Information Form prepared by the SFPD.

4. The SFPD has prepared a Disability Access Checklist, a copy of which is on file with the Clerk of the Board of Supervisors.

Recommendation: Approve the proposed resolution.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
President Ammiano
Supervisor Brown
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Yaki
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

BUDGET CATEGORY AND LINE-ITEM DETAIL			
A. Personal Services - Salaries/Employee Benefits			Cost
SAN FRANCISCO POLICE DEPARTMENT			
	Hours	Rate	
Taraval Station - TNT Officers:	1024	$47.00	$ 48,128.00
Taraval Station - Community Police Officers:	1100	$47.00	$ 51,700.00
Taraval Station - School Resource Officers Elementary/Middle Schools	574	$47.00	$ 26,978.00
Four School Safety Assemblies/Materials			$ 1,194.00
DISTRICT ATTORNEY			
Part-time Assistant DA		Salary and Benefits	$ 10,000.00
PROBATION DEPARTMENT			
Probation Officer - One PTE - Approx. 901 hrs.		Salary and Benefits	$ 30,000.00
CITY ATTORNEY'S OFFICE			
Part-Time Assistant City Attorney		Salary and Benefits	$ 10,000.00
RECREATION AND PARKS DEPT.			
Part-Time Assistant/Recreation Employee		Salary and Benefits	$ 19,000.00
TOTAL			$ 197,000.00

BUDGET CATEGORY AND LINE-ITEM DETAIL		
B. Operating Expenses		**Cost**
CONSULTING SERVICES		
STATE OF CALIF. EMPLOYMENT DEVELOPMENT DEPT.		
Job Services Representative		
Salary & Benefits		
Misc. Materials/Supplies		
		$ 10,000.00
S.F. SAFE. Inc.		
Community Organizer Staff Person (salary & Benefits)		$ 48,000.00
Community Organizations' Programs (ICY, PCC, QOL Block Grants)		
Inter City Youth	$19,000.00	
Pilgrim Community Center	$19,000.00	
QOL Block Grants	$4,000.00	$ 42,000.00
ADMINISTRATIVE		
Audit Costs		$ 3,000.00
TOTAL		$ 103,000.00

BUDGET CATEGORY AND LINE-ITEM DETAIL

C. Equipment	Cost
NOT ALLOWED UNDER DSP	0
CATEGORY TOTAL	0
PROJECT TOTAL	$ 300,000.00

FUND DISTRIBUTION	FEDERAL	STATE	CASH MATCH	IN-KIND MATCH
1. Amount of Funds	$300,000.00	0.00	0	0
2. Percentage of Funds	100%	0%	0	0

File Number:_____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: Ms. Gloria L. Young
Clerk of the Board of Supervisors
One Carlton B. Goodlett Way
San Francisco, CA. 94102

The following describes the grant referred to in the accompanying resolution:

1. Department: San Francisco Police Department
2. Contact Person: Captain Michael Yalon Telephone: (415) 553-1612
3. Project Title: Operation Revitalization - OMI
4. Grant Source Agency: Office of Criminal Justice Planning
5. Type of Funds: __Federal x Federal-State(Pass Through) _State _Local _Private
6. Proposed (New/Continuation) Grant Project Summary:

   The San Francisco Police Department will continue it's collaboration, which includes other City and State agencies, and local community based organizations to combat crime and revitalize the Ocean View, Merced Heights, Ingleside district neighborhoods in San Francisco. Local criminal justice agencies will coordinate with state agencies to reduce drug dealing and drug related violence. The Police Department will also coordinate the efforts of established local community based organizations (CBOs) to provide intervention and prevention services to these neighborhoods. The grant was due to end on May 31,1999, however, due to its success the Office of Criminal Justice Planning has extended the funding to December 31, 2000.

7. Amount of Grant Funding Applied for: $300,000.00
8. Maximum Funding Amount Available: $300,000.00
9. Required Matching Funds? None

   If yes, list dollar amount and identify source of Matching Funds in Department Budget:
   _____

10. Number of new positions created and funded: 0

11. If new positions are created, explain the disposition of employees once the grant ends?

12. Are indirect costs eligible costs for this grant? Yes: _____ No: X

If yes, please identify the amount of $ in indirect costs?

13. Amount to be spent on contractual services: $100,000.00

14. a.) Will contractual services be put out to bid? No
b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? N/A

15. Is this likely to be a one-time or ongoing request for contracting out? one-time

16. Term of Grant: Start-Date: 06/01/99 End Date: 12/31/2000

17. Date Department Notified of Available Funds: 6/1/99
18. Grant Application Due Date: Grant extension
19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation) : OCJP guidelines and Handbook

20. Department Head Approval: Fred H. Lau (Name) Chief of Police (Title)

(Signature)

City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

Tuesday, September 21, 1999 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

CONSENT AGENDA

All matters listed hereunder constitute a Consent Agenda, are considered to be routine and will be acted upon by a single roll call vote of the Committee. There will be no separate discussion of these items unless a member of the Committee so requests, in which event the matter shall be removed from the Consent Agenda and considered as a separate item.

1. 991492 **[1999 Refugee County Plan - Funds are allocated each year by the federal Office of Refugee Settlement, administered by PIC for services and assistance to refugees]**

Resolution approving the San Francisco Federal Fiscal Year 1999 Refugee County Plan and authorizing the Private Industry Council of San Francisco, Inc. to accept and expend approximately $1,170,012 of Federal refugee funds in line with the Refugee County Plan. (Private Industry Council)

7/28/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 991592 **[Project Impact will create a single process through which juvenile offenders with emotional disabilities will be identified, assessed, and supported through a continuum of flexible wraparound services]**

Supervisor Becerril

Resolution authorizing the Mayor's Criminal Justice Council to retroactively accept and expend $5,985,347 from the State Board of Corrections under the Juvenile Crime Enforcement Accountability Challenge Grant II (JCE&ACG) program to continue to implement the local action plan that addresses the needs of youth who are involved in the juvenile justice system.

(Fiscal impact.)

8/16/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

3. 991631 **[State grant to partially fund the Major Narcotic Vendor Prosecution Program aimed at the county's most significant drug cases]**

Resolution authorizing retroactively the District Attorney of the City and County of San Francisco to apply for, accept, and expend funds in the amount of $130,054 made available through the Office of Criminal Justice Planning for a project entitled "San Francisco District Attorney's Office Major Narcotic Vendors Prosecution Program", for the twelve month period July 1, 1999 through June 30, 2000, and waiving indirect costs due to funding constraints. (District Attorney)

8/18/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

Agenda 1st Posted 9/16/99
DOCUMENTS DEPT.
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REGULAR AGENDA

4. 991315 **[Amending Administrative Code, Residential Rent Control Chapter, to include the technical changes to conform local law with the State Costa-Hawkins Rental Housing Act]**

Ordinance amending San Francisco Administrative Code Chapter 37 (Residential Rent Stabilization and Arbitration Ordinance) by amending Sections 37.2 and 37.3 in order to implement and conform to the Costa-Hawkins Rental Housing Act (California Civil Code Sections 1954.50, Et Seq.), including provision of property owner rights to establish initial and subsequent rental rates for separately alienable parcels, and including conditions for establishing the initial rental rate upon sublet or assignment; and amending San Francisco Administrative Code Chapter 37A (Residential Rent Stabilization and Arbitration Fee) by amending Section 37A.1, to provide that Chapter 37A fees remain applicable to defined residential units which are exempt from the rent increase limitation provisions of Chapter 37 but which are not exempt from other provisions of Chapter 37 pursuant to the Costa-Hawkins Rental Housing Act and/or its implementing provisions as contained in San Francisco Administrative Code Section 37.3(a)(8). (Rent Stabilization and Arbitration Board)

(Amends Sections 37.2, 37.3, 37A.1)

7/2/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

SPECIAL ORDER - 10:30 A.M.

5. 991744 **[Alternative Medicine]**

Supervisors Teng, Bierman

Hearing to consider the creation of a pilot program at San Francisco General Hospital to use alternative medicine to treat drug addiction among nonviolent drug users and to use acupuncture and herbal formulas for the treatment of AIDS and HIV.

9/13/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee. Request that this matter be scheduled on September 21, 1999.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

Rule 5.40 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

991648 **[Lesbian, Gay, Bisexual, Transgender, Queer and Questioning Youth]**

Supervisors Ammiano, Bierman

Ordinance amending Administrative Code Sections 30.01 and 30.03 to change the requirement that a majority of the voting members should be under the age of 24, to revise the duties of the task force to include the monitoring of applicable memorandums of understanding and ordinances and the ability to respond when appropriate to the immediate concerns of lesbian, gay, bisexual, transgender, queer and questioning youth in order to improve their quality of life, and to provide that the task force shall continue to exist until June 30, 2000.

(Amends Sections 30.01 and 30.03.)

8/23/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 9/22/1999.

Watch future agendas for matters.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requests are made by 4:00 p.m. of the Friday before the Board meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda, contact Annette Lonich at (415) 554-7706.

Following a meeting minutes are available in alternative formats. Contact Marie McKechnie at (415) 554-7722.

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HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

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BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

September 17, 1999

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: September 21, 1999 Housing and Social Policy Committee Meeting

Item 1 – File 99-1492

Department:	Private Industry Council
Item:	Resolution approving the San Francisco Federal Fiscal Year 1999 Refugee County Plan and authorizing the Private Industry Council of San Francisco, Inc. (PIC) to accept and expend Federal Refugee funds of $1,170,012 in line with the Refugee County Plan.
Source of Funds:	Federal Office of Refugee Resettlement
Grant Amount:	$300,937 Refugee Employment Social Services (RESS) Fund
	869,075 Targeted Assistance (TA) Fund
	$1,170,012
Grant Period:	October 1, 1999 through September 30, 2000 (one year)
Description:	The 1999 Refugee County Plan describes the services that the City, through the Private Industry Council (PIC), offers to refugees in San Francisco for the one-year period

from October 1, 1999 through September 30, 2000, in compliance with State funding requirements. The services include employment services, on-the-job training, skills training, case management, support services (such as transportation and childcare), and acculturation services designed to assist refugees in effectively utilizing basic welfare, housing, education and other services.

All of the funds for the above-mentioned services are provided by the Federal Office of Refugee Resettlement and are allocated to the City through the State Department of Social Services. The PIC, a non-profit organization, administers these funds on behalf of the City to refugees receiving public assistance, who have resided in the United States for 60 months or less.

Specifically, the refugee services include two components: the Refugee Cash Assistance (RCA) Employment Services System and the CalWORKs Services System (see Comment No. 1).

The RCA component provides employment and training services to refugees who receive Federal cash assistance and who have resided in the United States for eight months or less.

The CalWORKs component provides employment and training services to refugees who receive Temporary Assistance for Needy Families (TANF) funds, which are a combination of State and Federal cash assistance, and who have resided in the United States for 60 months or less.

Attachment I is a memorandum, provided by Ms. Karen Hart of the PIC, containing additional information on the RCA and CalWORKs components of the project.

According to Ms. Hart, when either the RCA or CalWORKs component has additional capacity and available funds, the PIC also provides employment and training services to those refugees who are no longer receiving Federal cash assistance or TANF funds and who have been in the United States for less than 60 months.

Budget:

A summary breakdown of the proposed budget, as provided by the PIC, is as follows:

Services Provided by Non-Profit Agencies

Employment Services	$453,197
On-the-Job Training	103,157
Skills Training	228,975
Case Management	119,886
Support & Acculturation Services	89,295
Subtotal	$994,510
PIC Administration	175,502
Total Grant Amount	$1,170,012

Comments:

1. According to Ms. Hart, the Grant Application Information Form incorrectly states that the refugee services offered by the PIC are the Refugee Employment Social Services (RESS) and Targeted Assistance (TA) Programs.

2. Ms. Hart states that the PIC previously awarded contracts through Requests for Proposals (RFP) to seven (7) non-profit organizations for the delivery of employment and training services to refugees in both the RCA and CalWORKs components for the one-year period from October 1, 1998 through September 30, 1999. Ms. Hart reports that in accordance with such RFPs, the PIC may extend the terms of each contract for a maximum of three consecutive one-year periods based on the PIC's satisfactory evaluation of the seven service providers and the availability of grant funds from the State Department of Social Services. The PIC is now proposing to extend the terms of each contract for the one-year period from October 1, 1999 through September 30, 2000, according to Ms. Hart. Attachment II, provided by Ms. Hart, lists the seven service providers and specifies the subject funding of $1,170,012 for these service providers and the PIC Administration Budget for the one-year period from October 1, 1999 through September 30, 2000. Attachment III, also provided by Ms. Hart, describes the services to be provided by each of the seven service providers for both the RCA and CalWORKs components of the project.

3. The PIC administration budget of $175,502 is 15 percent of the total grant of $1,170,012. The funds will be used primarily for the salaries and fringe benefits of those staff assigned to PIC units responsible for both the RCA and CalWORKs components of the project. Attachment IV, provided by the PIC, contains the budget and the percentage of staff salaries allocated for such PIC administrative costs of $175,502.

4. The proposed level of funding of $1,170,012 from October 1, 1999 through September 30, 2000 is $329,988 or approximately 22 percent lower than the prior year funding of $1,500,000. In Attachment I, Ms. Hart explains the reasons for this 22 percent reduction.

5. Ms. Hart states that approximately 380 refugees will be served under the 1999 Refugee County Plan for the one-year period of October 1, 1999 through September 30, 2000, or 102 less refugees than the estimated 482 refugees that will be served for the one-year period of October 1, 1998 through September 30, 1999.

6. Attachment V is the Grant Application Information Form, as prepared by the PIC.

Recommendation: Approve the proposed resolution.

PRIVATE INDUSTRY COUNCIL
of San Francisco, Inc.

MEMORANDUM

TO: GABRIEL CABRERA **DATE:** SEPTEMBER 15,1999

FROM: KAREN HART

SUBJECT: BUDGET ANALYST'S ATTACHMENT 1 FOR PIC RESOLUTION

As requested, I am writing this memo to provide additional information about our refugee program.

RCA Employment Services Component and CalWORKs Services Component
In developing a Refugee County Plan, we are required by the Refugee Programs Branch (RPB) of the California Department of Social Services (CDSS) to describe a component for those refugees receiving Refugee Cash Assistance (federal welfare for the first eight months in the country for adults without children) and a component for CalWORKs participants receiving Temporary Assistance for Needy Families (TANF). In San Francisco, we offer all of our services (vocational training, On-the Job-Training, etc.) to all refugees who have been in the country 60 months or less. We do not have some services for RCA clients and other services for CalWORKs clients. The main difference between the two is that RCA clients are mandated by the federal government to participate in a refugee funded program. Those clients receiving TANF, since welfare reform, are required to participate in CalWORKs, and as part of that, most are required to participate in employment activities, but they are not required to enroll in our refugee-funded programs.

Funding
Federal refugee funds are allocated by formula from the federal Department of Health and Human Services' Office of Refugee Resettlement through the State RPB. There are two funding streams: Refugee Employment Social Services (RESS) and Targeted Assistance (TA). RESS funds are allocated based on the county's number of adult refugees on aid who have been in the country 60 months or less. TA funds are based upon the number of refugees who arrived in San Francisco in the last five years. Since we offer the same services both to RCA and CalWORKs clients, the funds are not broken down by RCA or CalWORKs components, but are separated by funding source (RESS/TA) and by services (vocational training, On-the Job-Training, etc.) in the County Plan.

1650 Mission Street, Suite 300, San Francisco, CA 94103-2490
415/431-8700 Fax 415/431-8702 TDD 800/735-2929 (CRS)

Funding Reduction and Corresponding Service Goal Reduction

There are several reasons for the 22% reduction in funds:

- Refugees continually go off aid, thanks in part to our employment programs, and that will effect our RESS allocation.
- We are seeing a reduction in the number of refugees arriving in San Francisco. The cost of housing is too high. This effects our TA allocation.
- Last year's resolution for $1.5 million included estimated FFY 1997 carry forward funds, and RESS Supplemental funds [to be used for TANF recipients in light of welfare reform programs (CalWORKs) starting up]. There are no supplemental funds this year, and the resolution this year does not include estimated FFY 1998 carry forward funds. We will later submit a resolution for those funds when they are determined.

This reduction in funding, coupled by the fact that this year we have increased the set aside pool for Individual Referral/On-the Job-Training, which is our most expensive service activity, leads to a corresponding reduction in our service goal.

I hope this information is helpful. Please let me know if you need anything else.

cc: PIC Staff

TABLE I

PRIVATE INDUSTRY COUNCIL REFUGEE FUNDING RECOMMENDATIONS

Agency	Activity	FFY 1999 Recom. $	Recom. Svc.	Recom. Plc.	Place. Rate
International Rescue Committee	CIP	$119,886	NA	NA	NA
Catholic Charities/REAP	ES/IR	$192,623	137	89	65%
Refugee Transitions	A/SAS	$23,712	NA	NA	NA
Refugee Transitions	ES	$37,910	31	21	68%
TBC-African Imm. & Refugee Res. Center	ES	$32,711	15	12	80%
International Institute of San Francisco	A/SAS	$35,583	NA	NA	NA
Career Resources Development Center	VT	$85,800	39	35	90%
Jewish Vocational Service	ES	$212,453	106	69	65%
Jewish Vocational Service	VT	$143,175	52	41	79%
Subtotal		$883,853	380	267	70%
IR Set Aside		$80,657			
Transportation/Childcare		$30,000			
Total		$994,510	380	267	70%
PIC Administration Budget					
Staff salaries and fringe benefits	85.31%	$149,721			
Allocated Overhead	11.11%	$19,498			
Direct charges*	3.58%	$6,283			
PIC Total		$175,502			
Grand Total		$1,170,012			

* Direct charges include printing, reproduction, computer, travel, materials, supplies and audit expenses.

A/SAS - Acculturation/Social Adjustment Services
CIP - Central Intake Point
ES - Employment Services
VT - Vocational Training
IR - Individual Referral/On-the-Job Training

PRIVATE INDUSTRY COUNCIL
of San Francisco, Inc.
creating employment opportunities

REFUGEE PROGRAM SUBCONTRACTORS
October 1, 1999 through September 30, 2000

SUBCONTRACTOR	PROGRAM DESCRIPTION	ENTRY REQUIREMENTS
Career Resources Development Center 655 Geary Street San Francisco CA 94102 415-775-8880 *www.crdc.org*	English-as-a-Second Language and vocational skills training for clerical medical occupations. Thirty-nine (39) training slots are available.	Applicants must be refugees in the U.S. 60 months or less. Priority to cash assistance recipients. Open to Student Performance Levels (SPL) 3 and above. SPLs refer to English language proficiency.
Catholic Charities/REAP 814 Mission Street, Mezzanine San Francisco CA 94103 415-844-4800 *www.ccasf.org*	Employment Service Program which provides English Language Training (ELT), job search training, job counseling, and job development. There are two components, one for ages 50+, and one for those under 50. Sixty-one (61) slots are available in each component.	Applicants must be refugees in the U.S. 60 months or less. Priority to cash assistance recipients. Open to all SPLs.
	Individual Referral (IR) training program provides for referral to and enrollment in training programs not included on this list. The IR program is designed to meet the special requirements of individual refugees who have needs other than those which can be met by existing refugee funded programs Fifteen (15) slots are available.	Applicants must be refugees in the U.S. 60 months or less. Priority to cash assistance recipients. SPLs needed are determined by the IR training programs to which the refugees are referred.
International Institute of San Francisco 657 Mission Street, Suite 500 San Francisco CA 94105 415-538-8100 *www.iisf.org*	Acculturation and social service program to assist refugees to understand and effectively utilize and interact with basic systems involved in daily living.	Eligible refugees who are San Francisco residents.
International Rescue Committee 1370 Mission Street, 4th Floor San Francisco CA 94103 415-863-3777 *www.intrescom.org/sf.html*	Administers and operates the Central Intake Point for refugee programs funded by the PIC. Performs intake assessment, referral, and follow-up services.	Eligible refugees who are San Francisco residents. Priority to cash assistance recipients.

REFUGEE PROGRAM SUBCONTRACTORS
October 1, 1999 through September 30, 2000

SUBCONTRACTOR	PROGRAM DESCRIPTION	ENTRY REQUIREMENTS
Jewish Vocational Service 77 Geary Street, Suite 401 San Francisco CA 94108 415-391-3600 *www.jvs.org*	English-as-a-Second Language and vocational skills training in Certified Nurse Assistant/Home Health Aide (CAN/HHA), Computer Aided Design and Drafting (CADD) and Office Technology and Communication (OTC). Five (5) CNA/HHA slots, Twenty-seven (27) CADD slots, twenty (20) OTC slots are available.	Applicants must be refugees in the U.S. 60 months or less. Priority to cash assis-tance recipients. Open to all SPLs 3 and above.
	Employment Service Program which provides English Language Training (ELT), job search training, job counseling, and job development. There are two components, one for ages 50+ (35 slots are available), and one for those under 50 (71 slots).	Applicants must be refugees in the U.S. 60 months or less. Priority to cash assistance recipients. Open to all SPLs.
Refugee Transitions 447 Sutter Street, Suite 428 San Francisco CA 94108 415-989-2151 *www.reftrans.org*	Acculturation and social service program to assist refugees to understand and effectively utilize and interact with basic systems involved in daily living.	Eligible refugees who are San Francisco residents.
	Employment Service Program which provides English Language Training (ELT), job search training, job counseling, and job development. Thirty-one (31) slots are available.	Applicants must be refugees in the U.S. 60 months or less. Priority to cash assistance recipients. Open to all SPLs.
Third Baptist Church/AIRRC 30 Mason Street San Francisco CA 94102 415-433-7300 *www.ncccsf.org/airrd*	Employment Service Program which provides English Language Training (ELT), job search training, job counseling, and job development. Fifteen (15) slots are available.	Applicants must be refugees in the U.S. 60 months or less. Priority to cash assistance recipients. Open to all SPLs.

Attachment IV

12 Months Budget (Internal from 10/99 to 9/00)

Salaries	FTE	Monthly Salary	# Pos.	# Mos	Total
President	1.0	$ 6,950	1.0%	12	$ 835
VP - Operations	1.0	5,731	1.0%	12	688
VP - Planing & MIS	1.0	5,731	1.0%	12	688
VP - Administration	1.0	5,731	1.0%	12	688
Controller	1.0	5,618	5.0%	12	3,371
Project Coordinator	1.0	4,594	100.0%	12	55,128
Tech. Assistance	1.0	2,822	100.0%	12	33,861
Executive Assistant	1.0	3,382	2.0%	12	812
Human Resources Manager	1.0	4,609	1.0%	12	553
MIS Staff	5.0	3,697	5.0%	12	11,092
Accountant	1.0	4,149	20.0%	12	9,957
Asst. Accountant	1.0	3,104	5.0%	12	1,862
Clerical Staff	4.5	3,225	2.0%	12	3,482
		Total	3.4		$ 123,017
Fringe Benefits					
FICA		7.65%			$ 9,411
SUI		$ 7,000	3.4	5.40%	1,266
Workers Compensation				0.50%	606
Medical Insurance		$ 200	3.4	12	8,040
Retirement		6%			7,381
		Total			$ 26,704
Others					$ 32,501
FIELD EXP.		$ 41.83		12	$ 502
STAFF TRAVEL		9.06		12	109
INSURANCE EXP		105.54		12	1,266
MAT & SUPPLIES		138.74		12	1,665
PUBL. SUBC.MATER		8.95		12	107
MISCELLANEOUS		2.01		12	24
AUDITING SVS.		69.78		12	837
CONTRACTED SVS.		17.69		12	212
AD/PUBLIC RELAT		16.11		12	193
REPRODUCTION		30.00		12	360
STAFF TRAINING		2.09		12	25
EMPL & TRNG SVS		30.00		12	360
MOVING & STORAG		5.64		12	68
TELEPHONE		87.03		12	1,044
POSTAGE		84.43		12	1,013
COMPUTER MAINT.		35.21		12	423
RENT - OFFICE		452.30		12	5,428
EQUIP RENTAL		297.93		12	3,575
EQUIP SVS AGRE/		66.52		12	798
EQUIP REPAIRS		8.95		12	107
BANK CHARGES		39.77		12	477
EARNED VACATION		514.80		12	6,178
DATA GEN/INFORM		20.62		12	247
EQUIP SVC AGRE/		3.09		12	37
MESSENGER SVC		3.69		12	44
FOLLOW-UP COST		56.54		12	678
		Total			$ 25,781
9/15/99 8:21		Overall Total			$ 175,502

File Number:

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: **Private Industry Council of San Francisco, Inc.**

2. Contact Person: **Raymond R. Holland** Telephone: (415) 431-8700

3. Project Title: **Refugee Employment Social Services (RESS) and Targeted Assistance (TA) Programs**

4. Grant Source Agency: **Federal Office of Refugee Resettlement (ORR)**

5. Type of Funds: X Federal _ Federal-State (Pass-Through) _State __ Local __Private

6. Proposed (New/Continuation) Grant Project Summary:
ORR annually allocates federal RESS and TA funds to States and Counties. The Private Industry Council (PIC) subcontracts with culturally and linguistically appropriate community based agencies to provide employment and training programs and acculturation and social adjustment services to refugees who have been in the country five years or less.

7. Amount of Grant Funding Applied for: **$1,170,012**

8. Maximum Funding Amount Available: **$1,170,012**

9. Required Matching Funds: Yes: __ No: X / Cash or In-Kind?

   If yes, list dollar amount and identify source of Matching Funds in Department Budget:

10. Number of new positions created and funded: .....**None**

11. If new positions are created, explain the disposition of employees once the grant ends?

12. Are indirect costs eligible for this grant? Yes: ___ No: X

If yes, please identify the amount of $ in indirect costs?

13. Amount to be spent on contractual services:.....$994,510

14. a.) Will contractual services be put out to bid? .....No; **They were put out to bid in FFY 1998. A Request For Proposals was issued for FFY 1998, and it set forth that "Subcontracts may be extended for a maximum of three consecutive years based on satisfactory evaluations and availability of funds".**

b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? **Yes**

15. Is this likely to be a one-time or ongoing request for contracting out?..... **On-going**

16. Term of Grant Start Date: **10/1/99** End Date: **9/30/00**

17. Date Department Notified of Available Funds:..... **June 3, 1999**

18. Grant Application Due Date: **N/A**.....

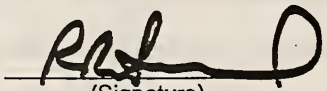
19. Grant Funding Guidelines and Options (Selection from RFP, grant announcement or appropriations legislation):

ORR has specified that these funds be used to provide employment and training and acculturation and social adjustment services to refugees who have been in the country five years or less.

ORR Priorities in provision of services are:

1. **All newly arriving refugees during their first year in the U.S., who apply for services;**
2. **Refugees who are receiving cash assistance;**
3. **Unemployed refugees who are not receiving cash assistance; and**
4. **Employed refugees in need of services to retain employment or to attain economic independence.**

20. Department Head Approval: **Raymond R. Holland, Interim President**



(Signature)

Item 2 - File 99-1592

Department: Mayor's Criminal Justice Council (MCJC)
Juvenile Probation Department
Children's Mental Health Services (CMHS)
Department of Human Services

Item: Resolution authorizing the Mayor's Criminal Justice Council to retroactively accept and expend grant funds in the amount of $5,985,347 from the State Board of Corrections under the Juvenile Crime Enforcement and Accountability Challenge Grant II (JCE&ACG) Program to revise the City's Local Action Plan that addresses the needs of youth who are involved in the juvenile justice system.

Grant Amount: $5,985,347

Grant Period: July 1, 1999 through June 30, 2002 (three years)

Source of Funds: State Board of Corrections under the Juvenile Crime Enforcement and Accountability Challenge Grant II (JCE&ACG) Program SB 2108.

Description: The JCE&ACG Program authorizes the State Board of Corrections to award grant monies for county projects on a competitive basis for programs to develop and implement strategies that provide an effective continuum of responses for the prevention, intervention, supervision, treatment and incarceration of juvenile male and female offenders.

In 1996, as a condition for receiving JCE&ACG funds, the Board of Supervisors established the Juvenile Justice Coordinating (JJC) Council to address juvenile crime and delinquency. The JJC Council includes 14 members appointed by the Board of Supervisors including two at large community representatives and one representative from each of the following 12 organizations to the JCC Council: (1) the Adult Probation Department, (2) the District Attorney's Office; (3) the Police Department; (4) the Public Defender; (5) the Sheriff's Department; (6) the Board of Supervisors; (7) the Department of Human Services, (8) the Department of Public Health (including the Mental Health Division), (9) the San Francisco Unified School District, (10) the Recreation

and Parks Department, (11) the Mayor's Office, and (12) a community-based drug and alcohol program.

In 1997, the JJC Council, in accordance with the Juvenile Crime Enforcement & Accountability Challenge Grant I (JCE&ACG) Program, developed and implemented a Local Action Plan to identify strategies that the City would use to address juvenile crime and delinquency (File No. 68-97-7).

The Board of Supervisors subsequently approved a resolution on March 2, 1999 to authorize the MCJC to apply for a grant of up to $6,000,000 under the Juvenile Crime Enforcement and Accountability Challenge Grant II (JCE&ACG) Program to revise the City's Local Action Plan in order to better address juvenile crime and delinquency (File No. 99-0196).

According to the proposed resolution, the State Board of Corrections has awarded the City a grant in the amount of $5,985,347 under the Juvenile Crime Enforcement and Accountability Challenge Grant II (JCE&ACG) Program.

The proposed resolution would authorize the MCJC to retroactively accept and expend JCE&ACG grant funds in the amount of $5,985,347 from the State Board of Corrections to revise the City's Local Action Plan in order to better address juvenile crime and delinquency by implementing a project entitled "Project Impact."

Project Impact is a collaborative effort among the MCJC, Juvenile Probation Department, the Department of Public Health's (DPH) Community Mental Health Services (CMHS) and the Department of Human Services to create a comprehensive system of mental health care for youth with emotional disabilities who are involved in the juvenile justice system. The purpose of this project is to reduce recidivism rates and improve the quality of life of youth with emotional disabilities, according to Mr. Eugene Clendinen of the Mayor's Criminal Justice Council (MCJC).

Mr. Clendinen reports that the primary components of Project Impact are as follows:

1. The identification, screening and assessment of youth with emotional disabilities that are involved in the juvenile justice system;
2. The provision of a continuum of mental health care services for juvenile offenders with emotional disabilities ranging from intensive "in-custody" treatment to "follow-up" services such as case management and supervision. Attachment I, provided by the MCJC, contains a description of these mental health care services for juvenile offenders with emotional disabilities;
3. Individualized tutoring services to assist youth in developing the educational and social capacity to return to their schools;
4. An intensive day treatment program to serve youth who would otherwise be placed in residential treatment programs;
5. An integrated data-sharing system to allow the City departments participating in this Project to access information on a youth's involvement in the juvenile justice system, DPH Community Mental Health Services and the Department of Human Services; and
6. An evaluation of the implementation of the proposed Project.

Budget: Attachment II, provided by the MCJC, contains a Fiscal Summary of the proposed Project totaling $9,706,612, including this subject proposed grant of $5,985,347 and matching funds totaling $3,721,265.

Attachment III, also provided by the MCJC, contains a budget in the amount of $9,706,612 to support the proposed Project, including City personnel, materials & supplies and contractual services to be used to implement the proposed Project.

Required Match[1]: $3,721,265. Allocated as follows:

a. $594,740 Cash Match: The source of the Cash Match is from the Local Law Enforcement Federal Block Grant.

[1]The State requires a minimum required match of 25 percent of the requested grant amount. However, according to Mr. Clendinen, the proposed Project budget includes cash and in-kind funds of $3,721,265, which represents approximately 62 percent of the requested grant amount of $5,985,347.

b. $3,126,525 In-Kind Match. The sources of the In-Kind Match are included in the budgeted funds of the Juvenile Probation Department, the Department of Public Health and various other organizations, including the San Francisco Unified School District, that are participating in the JCE&ACG Program. According to Mr. Clendinen, all City departments and outside agencies participating in the JCE&ACG Program have executed Memorandum of Understanding (MOU) with the MCJC to provide the necessary matching funds.

Indirect Costs: According to Mr. Clendinen, the funding agency does not allow for the inclusion of indirect costs under the proposed grant program.

Comments: 1. Mr. Michael Wylie of the MCJC states that $2,686,582 of the proposed grant funds and local match will be used to fund the salaries and fringe benefits of the following City personnel to manage and implement the proposed Project.

a. Eight (8) new FTE positions, as follows:

- A Class 1370 Special Assistant (Mayor's Project Manager)
- Two (2) Class 1371 Special Assistants (DHS Project Coordinator and Mental Health Project Coordinator)
- A Class 8415 Senior Supervising Probation Officer (Juvenile Probation Project Coordinator)
- Three (3) Class 2930 Psychiatric Social Workers
- A Class 2932 Senior Psychiatric Social Worker

b. Eight (8) existing FTE positions within the Juvenile Probation Department and the Department of Public Health, as follows:

- Six (6) Class 8444 Deputy Probation Officers
- A Class 2574 Psychiatrist
- A Class 2593 Special Assistant (Assistant Director of Children, Youth and Their Families)

Mr. Wylie reports that the MCJC hired the Class 1370 Special Assistant position listed above on July 1, 1999 primarily to prepare the contracts for the various organizations participating in the JCE&ACG Program and to create position descriptions for the proposed Project. According to Mr. Wylie, to date, salary and fringe benefit costs for this new position total $13,251. Mr. Wylie states that all of the eight new positions will be terminated when the three-year grant expires on July 30, 2002, unless the subject grant is renewed or other grant funds are obtained. The Budget Analyst recommends that the proposed resolution be amended to designate the eight new positions as "G" or "Grant-funded" so that these positions would expire upon the termination of the grant.

2. Mr. Wylie reports that the Professional Services work, shown as item C in Attachment III at a cost total of $865,161, includes the following components:

- Wraparound Training – Training for City personnel to identify, screen and assess youth with emotional disabilities;
- Mental Health Awareness for Community-Based Organizations (CBO) – Training for CBOs to address the mental health concerns of the youth identified under the proposed Project;
- Evaluation - Evaluating the implementation of Project Impact; and
- Shared MIS Development and Implementation - Implementing an integrated data-sharing system for use among the City departments participating in this Project.

According to Mr. Wylie, the JJC Council has already awarded a professional services contract for the evaluation of the proposed Project to Davis Y. Ja and Associates, a private firm, on a sole source basis because (a) the funding agency required the MCJC to identify a project evaluator in the grant application prior to the award of the subject grant and (b) Davis Y. Ja and Associates has proven its effectiveness in evaluating City programs, based on its existing contract with the MCJC. The JJC Council intends to issue a Request for Proposals (RFP) to contractors to provide the above-noted Wraparound Training, Mental Health Awareness for CBOs

and Shared MIS Development and Implementation components of the proposed Project, according to Mr. Wylie.

3. According to Mr. Wylie, the Community-Based Organization (CBO) Contracts work, shown as item D in Attachment III at a total cost of $6,091,619, consists of providing the continuum of mental health care services for youth with emotional disabilities that are involved in the juvenile justice system. Mr. Wylie states that the JJC Council intends to issue an RFP to non-profit, community-based organizations for the delivery of the proposed mental health care services.

4. Mr. Wylie states the proposed resolution provides for retroactive acceptance and expenditure of the proposed grant funds because the MCJC incurred expenses, totaling $13,251 as noted above, toward the subject grant funds prior to obtaining approval from the Board of Supervisors.

5. Attachment IV is the Grant Application Information Form as prepared by the MCJC.

Recommendations: 1. Amend the proposed resolution to designate the eight new positions created under the grant as "G" or "Grant-funded" positions.

2. Approve the proposed resolution as amended.

PROJECT IMPACT COMPONENTS
(JUVENILE CRIME ENFORCEMENT AND ACCOUNTABILY CHALLENGE GRANT II PROGRAM)

Placement Readiness: This component will act as an in-custody, short-term therapeutic environment for youth awaiting out-of-home placement. This program will work to prepare youth for a less restrictive placement environment, as well as reducing the decompensation of youth and addressing other behavioral issues. *Placement Readiness* will provide individual and group therapeutic activities, individualized education and tutoring services, substance abuse counseling, and medication management. The *Placement Readiness Program* will communicate with prior placements, families, and caregivers to better understand youths' needs, develop a plan of care, and provide closure.

Crisis Stabilization/Mobile Support Team: Existing crisis intervention services will be expanded with a mobile support team to include substance abuse/mental health clinicians, family and youth mentors, and a psychiatrist. In-custody crisis stabilization will be provided by this component, including around-the-clock support to stabilize disruptive and unstable youth at the Youth Guidance Center. These services will also be used to increase the stability of youth in placement programs by providing on-site support to emotionally disabled youth placed in all levels of placement from Relative Foster Care up to Level 14 residential facilities. The goal of this specialized and intensive crisis support during is to reduce the number of program failures of emotionally disturbed youth in detention and in placement.

Day Treatment: In Fall 1999 the Juvenile Probation Department will begin operating a day treatment program for probation youth at risk of repeat offending through another state-funded grant (ROPP - Repeat Offender Prevention Program). *Project Impact* will add an additional day treatment program for youth with emotional disabilities, including youth who would otherwise be sent to out-of-home placement. This day treatment component will be a full day program including individualized educational support, after school activities, mental health and substance abuse counseling.

Intensive Case Management: At the level below out-of-home placement, *Project Impact* will provide intensive case management, intensive supervision, and wrap-around services through the Family Mosaic Project. The Family Mosaic Project is an existing intensive case management program with its own out-stationed probation officers. Under this grant, Family Mosaic Project will be expanded to handle additional clients referred from *Project Impact*.

Community Alliance Network: The *Community Alliance Network* will be made up of contracted community-based agencies which will act as step-down services in the *Project Impact* system of care, providing follow-up services to youth which have been in more restrictive levels of care. These agencies may also take youth directly after the *Project Impact* assessment when a lower level of placement is appropriate. These agencies will provide case management and supervision, educational support, parent and peer support, and access to a range of culturally appropriate services. In addition, *Community Alliance* agencies will have access to crisis stabilization services (mobile support team) and will receive training in mental health issues and the wrap-around model of providing services.

SEP-16-1999 10:09 SF MAYOR'S OFFICE MCJC 415 554 6995 P.02/10

I. Fiscal Summary

(3 Year Budget Summary)

A. Funding Source Totals

3 Year Totals	
Source	Amount
1. State Funds Awarded	$5,985,346.96
2. Hard Match	$ 594,740.00
3. In Kind Match	$3,126,525.04
4. Any Other Match	
5. Grand Total	$9,706,612.00

[redacted]

3 Year Totals					
Line Item	State Funds	Hard Match	In Kind	Other Match	Total
1. Salaries and Benefits	$ 1,581,862.49		$ 1,104,720.04		$ 2,686,582.53
2. Services and Supplies	$ 46,000.00				$ 46,000.00
3. Professional Services	$ 865,161.22				$ 865,161.22
4. CBO Contracts	$ 3,475,074.00	$ 594,740.00	$ 2,021,805.00		$ 6,091,619.00
5. Administrative Overhead					$ -
6. Fixed Assets					$ -
7.Other	$ 17,249.25	$ -			$ 17,249.25
8. Grand Total	$ 5,985,346.96	$ 594,740.00	$ 3,126,525.04	$ -	$ 9,706,612.00

Challenge II: Project Impact Three Year Summary

A. County Personnel			Three Year Cost
Project Mngt. Team	Mayor's Project Manager (New Grant Funded Position 1FTE.)		
	DHS Project Coordinator (New Grant Funded Position 1FTE.)		
	Mental Health Project Coordinator (New Grant Funded Position 1FTE.)		
	Juvenile Probation Project Coordinator (New Grant Funded Position 1FTE.)		
Assessment Teams			
	2930 Psychiatric Social Worker @ Step 1 (New Grant Funded Position 3 FTE.)		
	2932 Senior Psychiatric Social Worker (New Grant Funded Position 1FTE.)		
	8444 Deputy Probation Officers (Existing General Fund Positions 6 FTE)		
	2574 Psychiatrist (Existing General Fund Position)		
	Asst. Dir CYFS (Existing General Fund Position)		
	Sub-totals Personnel:	**$**	**2,686,582.53**
B. Services & Supplies			
	Materials & Supplies		
	Other Current Expenses - Budget		
	Services & Supplies Sub-total:	**$**	**46,000.00**
C. Professional Services			
	Wraparound Training		
	Mental Health Awareness for CBO's		
	Evaluation		
	Shared MIS Development and Implementation		
	Subtotal - Professional Services:	**$**	**865,161.22**
D. CBO Contracts			
	Placement Readiness		
	Mobile Crisis Stabilization		
	Intensive Day Treatment		
	Intensive Supervision and Case Management		
	Community Alliances		
	Wrap Around Services		
	Subtotal - CBO Contracts:	**$**	**6,091,619.00**
E. Other			
	BOC Qtrly Meetings. Travel & Per diem		
	Local Mileage @ .31 per mile		
	Sub-total:	**$**	**17,249.25**
Total Project 3 Year Budget		**$**	**9,706,612.00**

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution

Authorizing a Department to Accept & Expend Grant Funds

To: **The Board of Supervisors**

Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Mayor's Criminal Justice Council (MCJC)
2. Contact Person: Michael Wylie Telephone: (415) 554-6560
3. Project Title: Juvenile Crime Enforcement & Accountability Challenge Grant
4. Grant Source Agency: California Board of Corrections
5. Type of Funds: Federal ___ Federal-State (Pass-Through) ___ State X Local ___ Private ___
6. Proposed (New/Continuation) Grant Project Summary: New

The State Board of Corrections has distributed $54 million in state funds on a competitive basis to counties who proposes demonstration programs to a continuum of responses for the prevention, intervention, supervision, treatment and incarceration of juvenile offenders. San Francisco successfully proposed a program that will address the needs of juvenile offenders with serious emotional disabilities. This strategy will address a critical gap in the current juvenile justice system and provide a major component to completing the reform of the juvenile system.

7. Amount of Grant Funding Applied For: $5,985,347
8. Maximum Funding Amount Available: No limit; $54.5 million total statewide

9. Required Matching Funds? Yes: X No: ___ /Cash or In-kind? Both

If yes, list dollar amount and identify source of Matching Funds in Department Budget:

Approximately $440,000 per year from general fund in-kind services and $1.1 million per year from state and federal grant funds.

10. Number of new positions created and funded: Eight.

11. If new positions are created, explain the disposition of employees once the grant ends.

The new positions are integral to the successful implementation of the grant program. However, all grant funded positions are limited in tenure and will not be continued past the designated length of the state grant program (June 30, 2002)

12. Are indirect costs eligible costs for this grant? Yes ___ No: X

If yes, please identify the amount of $ in indirect costs. ___

13. Amount to be spent on contractual services: $4.3 million Board of Corrections funds

14. a.) Will contractual services be put out to bid? Yes.

b). If so, will contract services help to further the goals of the department's MBE/WBE requirements? Yes.

15. Is this likely to be a one-time or ongoing request for contracting out? 1-time for 3 years

16. Term of Grant: Start-Date: 7/1/99 End-Date: 6/30/02

17. Date Department Notified of Available Funds: 5/24/99

18. Grant Application Due Date: N/A

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation): Counties must spend funds according to JCE&ACG legislation and guidelines to implement strategies that provide an effective continuum of responses for the prevention, intervention, supervision, treatment, and incarceration of juvenile offenders.

20. Department Head Approval: KIMIKO BURTON-CRUZ DIRECTOR, MCJC

(Name) (Title)

Kimiko Burton-Cruz

(Signature)

Item 3 - File 99-1631

Departments:	District Attorney
Items:	Resolution authorizing the District Attorney to apply for, accept and expend a grant in the amount of $130,054 for FY 1999-2000 from the State Office of Criminal Justice Planning for the "Major Narcotic Vendor Prosecution Program", and waiving indirect costs due to funding constraints.
Amount:	$130,054
Grant Period:	July 1, 1999 through June 30, 2000 (see Comment No. 1)
Source of Funds:	State Office of Criminal Justice Planning (OCJP)

Description: The proposed grant is a continuation grant to be used by the District Attorney to fund the Major Narcotic Vendor Prosecution Program (MNVPP), which targets major drug offenders through the use of vertical prosecution and coordination with various other law enforcement agencies at different levels. Vertical prosecution means that one attorney in the District Attorney's Office is assigned to a case from the time the case is filed until its disposition, rather than assigning a new attorney to the case each time it enters a new phase of the criminal justice process (e.g., sentencing, probation, etc.). The purpose of MNVPP is to seek the long-term confinement of targeted offenders in order to significantly impact and disrupt illicit production and trafficking of narcotics.

The MNVPP provides funds for one Principal Attorney of the District Attorney's Office to work with (a) the Police Department, (b) Federal law enforcement agencies, including the Bureau of Narcotics Enforcement, the Drug Enforcement Agency, and the United States Attorney's Office, and (c) other jurisdictions on cases involving major narcotics dealers. The MNVPP Principal Attorney will work closely on a small number of complex narcotics cases. This focus is intended to result in longer sentences for individuals convicted of major narcotics distribution crimes. The MNVPP Principal Attorney will also file bail enhancements (increases in the bail amount) to ensure that the defendant remains in custody between the time of arrest and the trial.

Budget: A summary budget for the State OCJP grant to fund the Major Narcotic Vendor Prosecution Program during FY 1999-2000 is as follows:

Personnel		
Principal Attorney (1) - .91 FTE	$104,968	
Fringe Benefits	19.266	
Subtotal Personnel		$124,234
Audit Fees		1,301
Postage		150
Internet Access		300
Office Supplies		1,550
Telephone		1,330
Travel		1.189
Total		$130,054

Required Match: None

Indirect Costs: The District Attorney's Office has requested a waiver of indirect costs for FY 1999-2000 in order to apply all grant funds to program costs.

Comments:

1. The District Attorney's Office has been receiving State grant funds for the Major Narcotic Vendor Prosecution Program since 1989, according to Ms. Teresa Serata of the District Attorney's Office. Ms. Serata advises that the application deadline for this grant was July 14, 1999 and as such, the District Attorney's Office has already submitted the grant application to the State OCJP. In addition, Ms. Serata advises that because the proposed grant is a continuation grant for FY 1999-2000, the District Attorney's Office incurred expenses against the proposed grant funds prior to obtaining approval from the Board of Supervisors. Therefore, the subject resolution should be amended to provide for retroactive approval to apply for, accept and expend the proposed grant funds.

2. Attached is a Grant Application Information Form, as prepared by the District Attorney's Office, for the proposed grant funds.

3. The District Attorney has prepared a Disability Access Checklist for this proposed grant program, which is on file with the Clerk of the Board of Supervisors.

4. According to Ms. Serata, if this State OCJP grant of $130,054 is reduced or terminated, the result would be a reduction in the grant staff shown above.

5. The proposed resolution states that the District Attorney is authorized to execute on behalf of the City the necessary Grant Award Agreement with the State OCJP for the Major Narcotic Vendor Prosecution Program including any extensions and amendments thereof, without obtaining prior approval from the Board of Supervisors of such extensions and amendments.

6. The subject grant provides that any liability arising out of the performance of the Grant Award Agreement, including civil court actions for damages, shall be the responsibility of the grant recipient and the authorizing agency. The State of California and the OCJP disclaim responsibility for any such liability. Regarding the City's potential liability, Mr. Ted Lakey of the City Attorney's Office states that since the grant funds may result in increased criminal justice activities by the City (i.e. more investigations of major narcotic dealers), there may be some additional, albeit minimal risk of liability for the City as a result of participating in this program.

Recommendations: 1. In accordance with Comment No. 1 above, amend the proposed resolution to retroactively authorize the District Attorney's Office to apply for, accept and expend the proposed grant funds.

2. Approval of the proposed resolution, as amended, is a policy matter for the Board of Supervisors since the District Attorney would be authorized to execute extensions and amendments to the proposed grant agreement, without obtaining prior approval from the Board of Supervisors of such extensions and amendments.

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn: Clerk of the Board

The following describes the grant referred to in the accompanyng resolution:

1. Department: District Attorney's Office
2. Contract Persons: Teresa Serata, Director of Finance & Administration Telephone: 553-1895
3. Project Title: Major Narcotic Vendors Prosecution Program
4. Grant Source Agency: Office of Criminal Justice Planning
5. Type of Funds: ___ Federal ___ Federal-State(Pass-Through) State X Local Private ___
6. Proposed (New/(Continuation)) Grant Project Summary:

This grant of funds to the District Attorney's Office by state Office of Criminal Justice Planning (OCJP) will enable the department to use enhanced prosecution efforts by vertically prosecuting major narcotic dealers with the assistance of highly qualified investigators, and will resist pretrial release by filing appropriate motions to increase bail and motions to examine the source of bail, and obtain the most severe penalties for the crime, as well as reduce the time between arrest and disposition. The MNVP prosecutor will also coordinate with various law enforcement agencies who target major narcotics to advise and assist in investigation. This close working relationship willensure that a major narcotics case be thoroughly investigated and ready for aggressive prosecution. The MNVP prosecutor will be supervised by the Head of the Narcotics Unit who will step in on his behalf in the event of his/her unavoidable absence. There is a definite need for a designated, highly qualified attorney to prosecute major narcotic vendors and to handle each case from investigation to arrest and conviction. This grant is possible through a non-competitive award of funds made on the basis of a pre-determined formula by OCJP.

7. Amount of Grant Funding Applied for: $130,054
8. Maximum Funding Amount Available: $130,054
9. Required Matching Funds? Yes: ___ No: X /Cash or In-kind? ___

If yes, list dollar amount and identify source of Matching Funds in Department Budget:

10. Number of new positions created and funded: 0.91 Existing Position
11. If new positions are created, explain the disposition of employees once the grant ends?

One existing attorney position is funded by this grant. No new positions are created.

12. Are indirect costs eligible costs for this grant? Yes: _____ No: X

If yes, please identify the amount of $ in indirect costs? Indirect costs waived due to funding constraints.

13. Amount to be spent on contractual services: 0

14. a.) Will contractual services be put out to bid? N/A

b.) If so, will contract services help to further the goals of the department's MBE?WBE requirements?

15. Is this likely to be a one-time or going requests for contracting out? N/A

16. Term of Grant: Start-Date: One Year–July 1, 1999 End-Date: June 30, 2000

17. Date Department Notified of Available Funds: June 7, 1999

18. Grant Application Due Date: July 14, 1999

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriation legislation):

The MNVP Law, California Penal Code Sec. 13880, states that "...OCJP is permitted to select counties for the allocation and award of funding, only on a finding that the county is experiencing a proportionately significant increase in major narcotic cases." The result of this "finding" was the actual funding selection.

For FY 1999/2000, $2,641,000 from the state General Fund has been tentatively projected to be available for the MNVP Program. The City and County of San Francisco has been selected for funding in the amount of $130,054 for FY1999/2000.

20. Department Head Approval: Terence Hallinan (Name) District Attorney (Title)

(Signature)

Item 4 – File 99-1315

Department: Rent Arbitration Board

Item: Ordinance amending the Administrative Code Chapter 37 (Residential Rent Stabilization and Arbitration Ordinance) by amending sections 37.2 and 37.3 in order to implement and conform to the Costa-Hawkins Rental Housing Act (California Civil Code Sections 1954.50, et seq.), including provision of property owner rights to establish initial and subsequent rental rates for separately alienable parcels, and including conditions for establishing the initial rental rate upon sublet or assignment; and amending San Francisco Administrative Code Chapter 37A (Residential Rent Stabilization and Arbitration Fee) by amending Section 37A.1, to provide that Chapter 37A fees remain applicable to defined residential units which are exempt from the rent increase limitation provisions of Chapter 37 but which are not exempt from other provisions of Chapter 37 pursuant to the Costa-Hawkins Rental Housing Act and/or its implementing provisions as contained in San Francisco Administrative Code Section 37.3(a)(8).

Description:

Chapter 37

The proposed amendments of Administrative Code Sections 37.2 and 37.3 are necessary to bring the City into compliance with the Costa-Hawkins Rental Housing Act (California Civil Code Sections 1954.50, et seq., hereinafter, 'Act'). Such amendments include: (1) provision of property owner rights to establish initial and subsequent rental rates for single-family homes and condominiums, and include conditions for establishing the initial rental rate upon sublet or assignment; and, (2) technical, non-substantive provisions.

According to Ms. Marie Blits, Deputy City Attorney, the principal legislative effects of the Costa-Hawkins Rental Housing Act were: (1) to establish vacancy decontrol as the statewide standard for rent control regulation in California; and, (2) to exempt single-family homes and condominiums from the rent increase limitations of rent control regulation. Under vacancy decontrol, landlords are permitted to raise rents to the current market level as units are vacated. According to Ms. Blits and Mr. Joe Grubb, Executive Director, of the Rent Arbitration Board, the City will not be significantly impacted by the vacancy decontrol provision since vacancy control has never been part of the City's Residential Rent Stabilization and Arbitration Ordinance (hereinafter, 'Rent Ordinance') and therefore all landlords have been permitted to raise rents to the current market level as units were vacated.

According to Mr. Grubb, the exemption provision for separately alienable parcels in the Act eliminated rent control or rent stabilization of rental rates for any single-family home or condominium; however, other rent control provisions do still apply. The Act imposed a three-year phase-in of the exemption of single-family or condominium units, whereby any tenant who was in residence in these units prior to January 1, 1996 and who was subject to rent control would continue to be subject to rent control until such tenants moved out. Tenants, who moved into such units after January 1, 1996, would be subject to rent increases without limitation following January 1, 1999.

Chapter 37A

Each owner of a residential rental unit in the City, with the exception of specific non-profit entities, residential care facilities, Section 8 housing, and residential units constructed since June 1979, is required under Chapter 37A of the Administrative Code to pay an annual Rent Stabilization and Arbitration Fee for each unit. The fee for each rental unit is calculated annually by determining the total projected annual cost of funding the Rent Arbitration Board divided by the total number of rental units estimated to pay the fee. As reported by the Rent Arbitration Board, such an annual fee cannot currently exceed $16 per rental unit.

Under the proposed ordinance, Chapter 37A will be amended such that the $16 rental unit fee will still be assessed on properties otherwise exempt from the rent increase limitation provisions (but not other provisions) of Chapter 37 pursuant to the Costa-Hawkins Rental Housing Act (Civil Code §§1954.50, et seq.) and/or San Francisco Administrative Code §37.3(a)(8).

Comments:

1. Mr. Grubb reported that under the proposed amendments, the Rent Arbitration Board would have no appreciable increase in workflow, nor should there be any increased costs incurred by the City due to these amendments.

2. Mr. Grubb reported that under the proposed amendments, the Rent Arbitration Board would not experience any decrease in fee revenues since units partially exempted by Costa-Hawkins can still be assessed the Chapter 37A fees.

3. Ms. Blits reported that under the proposed amendments, the City Attorney's Office is not expected to see any appreciable increase in workflow, nor should there be any increased costs incurred by the City due to these amendments.

4. Ms. Blits has concurred with the Budget Analyst that the proposed ordinance should be amended to correct a clerical omission pertaining to San Francisco Administrative Code §37.2(v), that is the inclusion of the Utilities definition.

Recommendations:

1. Amend the proposed ordinance to include San Francisco Administrative Code §37.2(v) pertaining to the definition of Utilities.

2. Approval of the proposed ordinance, as amended, is a policy matter for the Board of Supervisors.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
President Ammiano
Supervisor Brown
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Yaki
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Tuesday, October 05, 1999 **10:00 AM** **City Hall, Room 263**

Regular Meeting

1. 991807 **[State Grant to fund the Threat Management/Stalking Prosecution Program to prosecute cases of stalking against women, their children, or other family members]**

Resolution authorizing the District Attorney of the City and County of San Francisco to retroactively apply for, accept and expend grant funds not to exceed the amount of $140,000 available through the California Office of Criminal Justice Planning for a project entitled "Threat Management/Stalking Vertical Prosecution" for the twelve month period September 1, 1999 through August 31, 2000, and waiving indirect cost due to funding constraints. (District Attorney)

9/22/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 990825 **[Local Homeless Coordinating Board Membership]**

Supervisor Katz

Resolution amending the Continuum of Care Plan to increase the membership of the Local Homeless Coordinating Board from 30 to 34 members and to provide for a twenty-four month term of membership.

4/26/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

3. 991682 **[Legislative Draft, Fire Code]**

Hearing to consider legislative draft to the 1998 San Francisco Fire Code.

(Companion measure to File 991683.)

8/26/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

4. 991683 **[Fire Code]**

Ordinance re-enacting the 1998 San Francisco Fire Code on a permanent basis without modification; reaffirming endorsement of San Francisco amendments and findings of local conditions. (Fire Department)

9/1/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

5. 991684 **[Legislative Draft, Plumbing Code]**

Hearing to consider legislative draft to the 1998 San Francisco Plumbing Code.

(Companion measure to File 991685.)

8/27/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

DOCUMENTS DEPT.

OCT 04 1999

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6. 991685 **[Plumbing Code]**
Ordinance re-enacting the 1998 San Francisco Plumbing Code on a permanent basis without modification; reaffirming endorsement of San Francisco amendments and findings of local conditions. (Department of Building Inspection)
9/1/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

7. 991686 **[Legislative Draft, Mechanical Code]**
Hearing to consider legislative draft to the 1998 San Francisco Mechanical Code.

(Companion measure to File 991687.)
8/27/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

8. 991687 **[Mechanical Code]**
Ordinance re-enacting the 1998 San Francisco Mechanical Code on a permanent basis without modification; reaffirming endorsement of San Francisco amendments and findings of local conditions. (Department of Building Inspection)
9/1/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

9. 991688 **[Legislative Draft, Electrical Code]**
Hearing to consider legislative draft to the 1998 San Francisco Electrical Code.

(Companion measure to File 991689.)
8/27/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

10. 991689 **[Electrical Code]**
Ordinance re-enacting the 1998 San Francisco Electrical Code on a permanent basis without modification; reaffirming endorsement of San Francisco amendments and findings of local conditions. (Department of Building Inspection)
9/1/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

11. 991690 **[Legislative Draft, Housing Code]**
Hearing to consider legislative draft to the 1998 San Francisco Housing Code.

(Companion measure to File 991691.)
8/27/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

12. 991691 **[Housing Code]**
Ordinance re-enacting the 1998 San Francisco Housing Code on a permanent basis without modification; reaffirming endorsement of San Francisco amendments and findings of local conditions. (Department of Building Inspection)
9/1/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

13. 991692 **[Legislative Draft, Building Code]**
Hearing to consider legislative draft to the 1998 San Francisco Building Code.

(Companion measure to File 991693.)

8/27/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

14. 991693 **[Building Code]**
Ordinance re-enacting the 1998 San Francisco Building Code on a permanent basis without modification; reaffirming endorsement of San Francisco amendments and findings of local conditions. (Department of Building Inspection)

9/1/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

Rule 5.40 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

991768 **[Edgehill Mountain Slope Protection Area]**

Supervisor Teng

Ordinance amending Building Code by adding Section 106.4.1.2 to require the structural advisory committee to review and make recommendations on specified permit applications within the Edgehill Mountain Slope Protection Area, which is generally bounded by Garcia Avenue, Vasquez Avenue, Kensington Way, and Ulloa Street and traversed by Edgehill Way, and to require mandatory denial by the Director of Building Inspection under specified circumstances; amending Section 105.6.2 to specify the composition of the structural advisory committee for permit applications located within the Edgehill Mountain Slope Protection Area; amending Section 106.3.2 to require that the applicant for certain permit applications located within the Edgehill Mountain Slope Protection Area provide substantial documentation that there exists sufficient infrastructure to support the proposed residential development and that the proposed emergency access routes meet standards in effect at the time of the application; amending Section 1701.5 to require special inspections throughout the construction progress for sites located within the Edgehill Mountain Slope Protection Area.

(Amends Sections 106.4.1.2, 105.6.2, 106.3.2, 1701.5.)

9/21/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 10/21/1999.

991827 **[Color Tires]**

Supervisors Teng, Yaki, Kaufman, Ammiano, Bierman, Becerril, Katz, Leno

Ordinance amending Police Code by adding Article 42A (Sections 4200A.1 through 4200A.4) prohibiting the sale of tires with colored treads and making manufacturers strictly liable for costs related to the clean-up of graffiti caused by tires with colored treads.

(Adds Sections 4200A.1 through 4200A.4.)

9/27/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 10/27/1999.

991829 **[To establish a Children and Families First Department to be managed by the Children and Families First Commission]**

Supervisor Teng

Ordinance amending Administrative Code Section 86.1 to establish a Children and Families First Department and require the Children and Families First Commission and Department of Children, Youth and Their Families (DCYF) to enter into a memorandum of understanding setting forth the administrative services DCYF will provide for the Commission and Department; by amending Section 86.2 to authorize the Commission to hire an executive director and additional staff if permitted by the budget; and by amending Section 86.3 to correct drafting errors.

(Amends Sections 86.1, 86.2 and 86.3.)

9/27/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 10/27/1999.

Watch future agendas for matters.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requests are made by 4:00 p.m. of the Friday before the Board meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda, contact Annette Lonich at (415) 554-7706.

Following a meeting minutes are available in alternative formats. Contact Marie McKechnie at (415) 554-7722.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force at 554-6171.

HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

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BOARD OF SUPERVISORS
BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642

FAX (415) 252-0461

October 1, 1999

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: October 5, 1999 Housing and Social Policy Committee Meeting

Item 1 - File 99-1807

Departments: District Attorney

Items: Resolution authorizing the District Attorney to retroactively apply for, accept and expend a grant in the amount of $140,000 from the State Office of Criminal Justice Planning for a new project entitled Threat Management/Stalking Vertical Prosecution (TM/SVP) Program, and waiving indirect costs due to funding constraints.

Amount: $140,000

Grant Period: September 1, 1999 through August 31, 2000

Source of Funds: State Office of Criminal Justice Planning (OCJP)

Description: Approval of the proposed resolution would authorize the District Attorney to retroactively apply for, accept and expend funds in the amount of $140,000 from the State Office of Criminal Justice Planning to establish a new project

entitled Threat Management/Stalking Vertical Prosecution (TM/SVP) Program and agree to match the subject grant funds in the amount of $46,666.

According to Ms. Teresa Serata of the District Attorney's Office, under the proposed TM/SVP Program, a specialized unit within the District Attorney's Office will be created to more effectively investigate and vertically prosecute cases pertaining to stalking against women, their children and other family members. Vertical prosecution means that one attorney in the proposed specialized unit would be assigned to a case from the time the case is filed until its disposition, rather than assigning different attorneys to the case each time the case enters a new phase of the criminal justice process (e.g., sentencing, probation, etc.). The subject specialized unit will also refer victims of stalking to community based organizations for comprehensive victim services, including temporary shelter, emotional support, crisis intervention and case management services, according to Ms. Serata.

Ms. Serata reports that the subject grant and matching funds would be used to fund the salaries and fringe benefits of the following City personnel, totaling 2.10 FTE, to staff the specialized unit of the proposed TM/SVP Program for the one-year period from September 1, 1999 through August 31, 2000:

a. Three (3) new positions, totaling 1.65 FTE, as follows:

- Class 8178 Senior Attorney (0.75 FTE)
- Class 8131 Victim/Witness Investigator II (0.70 FTE)
- Class 1822 Grants Manager (0.20 FTE)

b. Three (3) existing positions, totaling 0.45 FTE, as follows:

- Class 8178 Senior Attorney (0.25 FTE)
- Class 8182 Head Attorney (0.10 FTE)
- Class 8146 Investigator (0.10 FTE)[1]

[1] Ms. Serata reports that the Class 8146 Investigator position would actually be provided at 0.75 FTE for the proposed Program. However, according to Ms. Serata, this position is only budgeted at 0.10 FTE so as not to exceed the required 25 percent overall match of the subject grant.

Attachment I, provided by Ms. Serata, is a summary of the duties of the subject new and existing City personnel for the proposed Program. Ms. Serata reports that all three of the new positions will be terminated when the grant program expires on August 31, 2000, unless the subject grant is renewed or other grant funds are obtained (see Comment No. 1).

Budget:

A budget of the State OCJP grant of $140,000 and the District Attorney's match of $46,666, for total project costs of $186,666, to fund the Threat Management/Stalking Vertical Prosecution Program is as follows:

Personnel (2.10 FTE)	$146,510	
Fringe Benefits	33,695	
Subtotal		$180,205
Telephone		703
Audit Fees		1,400
Postage		49
Internet Access		300
Office Supplies		413
Printing		330
Training & Travel		766
Computer, Printer & Software		2,500
Total		$186,666

Required Match:

In-kind services of $46,666, or 25 percent of the total project costs of $186,666, from the District Attorney's Office are required by this grant program and are included in the Department's FY 1999-2000 budget.

Indirect Costs:

According to Ms. Serata, the District Attorney's Office is requesting a waiver of indirect costs in order to allocate all of the subject grant funds to direct program costs.

Comments:

1. The proposed resolution should be amended to designate that the three new positions are "G" or "Grant-funded" positions so that the positions would expire upon the termination of the grant.

2. According to Ms. Serata, the application deadline for this grant was May 26, 1999 and as such, the District Attorney's Office has already submitted the grant application to the

State OCJP. In addition, Ms. Serata states that the acceptance deadline for this grant was September 15, 1999 and as such, the District Attorney's Office has already accepted the subject grant. However, although the commencement date of this grant is September 1, 1999, Ms. Serata states that no funds have expended. Therefore, this resolution should be amended to delete reference to retroactivity with respect to expenditure of the subject grant funds.

3. Attachment II is the Grant Application Information Form, as prepared by the District Attorney's Office.

4. The District Attorney has prepared a Disability Access Checklist for this proposed grant program, which is on file with the Clerk of the Board of Supervisors.

5. The proposed resolution states that the District Attorney is authorized to execute on behalf of the City the necessary Grant Award Agreement with the State OCJP for the Threat Management/Stalking Vertical Prosecution Program including any extensions and amendments thereof, without obtaining prior approval from the Board of Supervisors of such extensions and amendments except when any amendment would increase the matching fund obligation of the City under the subject grant agreement.

6. The subject grant provides that any liability arising out of the performance of the Grant Award Agreement, including civil court actions for damages, shall be the responsibility of the grant recipient and the authorizing agency. The State of California and the OCJP disclaim responsibility for any such liability. Regarding the City's potential liability, Mr. Ted Lakey of the City Attorney's Office states that since the grant funds may result in increased criminal justice activities by the City (i.e. more investigations of stalking cases), there may be some additional, albeit minimal risk of liability to the City as a result of participating in this program.

Recommendations: 1. In accordance with Comment No. 1 above, amend the proposed resolution to designate the new positions created under the grant agreement as "G" or "Grant-funded" positions.

2. In accordance with Comment No. 2 above, amend the proposed resolution to delete reference to retroactivity with respect to expenditure of the subject grant funds.

3. Approval of the proposed resolution, as amended, is a policy matter for the Board of Supervisors since the District Attorney would be authorized to execute extensions and amendments to the proposed grant agreement, without obtaining prior approval from the Board of Supervisors of such extensions and amendments except when any amendment would increase the matching fund obligation of the City under the subject grant agreement.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
President Ammiano
Supervisor Brown
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Yaki
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

BUDGET NARRATIVE

Personnel Services

- A highly experienced, seasoned 8178 Senior Attorney has been allocated to the grant at 75% time in Year 1. 25% of a second 8178 Senior Attorney has been provided as in-kind match to assist with the development of protocols, training, and coordination (both within the District Attorney's Office and with inter-agency partners). It is anticipated that in future project years, the caseload of the TM/SVP unit will increase and prosecutor time allocated to TM/SVP will increase correspondingly.
- An experienced 8131 Victim Witness Investigator II has been allocated to the grant at 70% time in Year 1. This position will handle all victim services under the TM/SVP program. Because of the safety issues particular to stalking, a V/W Investigator II has been assigned rather than a V/W Investigator I to ensure that a highly trained individual with many years of experience handling domestic violence and stalking cases can be selected for the new unit. It is also anticipated that the time allocation of the Victim Witness Investigator will increase in years 2 and 3.
- An 1822 Grants Manager has been allocated to the grant at 20% time to handle establishment of all grant controls, tracking procedures, data collection, and timely reporting.
- The 8182 Head Attorney of the Domestic Violence Unit will directly supervise the TM/SVP unit and has been provided as in-kind match at 10% time.
- An 8146 Investigator will be provided at 75% time as in-kind match for the TM/SVP unit. This position is only reflected at 10% time in the budget so as not to exceed the required 25% overall match requirement.

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn: Clerk of the Board

The following describes the grant referred to in the accompany resolution:

1. Department: District Attorney

2. Contract Persons: Teresa Serata Telephone: 553-1895

3. Project Title: Threat Management/Stalking Vertical Prosecution Program

4. Grant Source Agency: Office of Criminal Justice Planning

5. Type of Funds: ___ Federal ___ Federal-State(Pass-Through) x State ___ Local ___ Private

6. Proposed (New/Continuation) Grant Project Summary:

The San Francisco District Attorney's Office proposes to establish within the Domestic Violence Unit a specialized Threat Management/Stalking Vertical Prosecution Program. The program will create a specialized stalking unit to vertically prosecute crimes against women in violation of Penal Code Section 646.9. This new unit will enable the office to ensure highly effective early intervention prosecution, investigation and victim support in stalking cases committed in the City and County of San Francisco. Modeled on San Francisco's nationally recognized approach to domestic violence, this unit will pursue a multi-faceted strategy to enhance the ability of the criminal justice system in coolaboration with community-based providers to: a) identify stalking cases; b) thoroughly investigate stalking cases; c) ensure effective prosecution, and d) provide comprehensive victim safety support and other victim assistance as appropriate.

7. Amount of Grant Funding Applied for: $140,000

8. Maximum Funding Amount Available: $140,000

9. Required Matching Funds? Yes: x No: ___ /Cash or In-kind? In-kind

If yes, list dollar amount and identify source of Matching Funds in Department Budget:

$46,666

10. Number of new positions created and funded: 1.65

11. If new positions are created, explain the disposition of employees once the grant ends?

Employees will be terminated

12. Are indirect costs eligible costs for this grant? Yes: ___ No: x

If yes, please identify the amount of $ in indirect costs? _____

13. Amount to be spent on contractual services: N/A

14. a.) Will contractual services be put out to bid? N/A

b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? N/A

15. Is this likely to be a one-time or going requests for contracting out? N/A

16. Term of Grant: Start-Date: 9-1-99 End-Date: 8-31-2000

17. Date Department Notified of Available Funds: 8/12/1999

18. Grant Application Due Date: N/A

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriation legislation):

Projects that have been previosuly funded by Office of Criminal Justice Planning (OCJP) will be review for past compliance, including financial management, progress and annual reports, monitoring results, audit reports, and any other relevant documentation or information. The Executive Director of OCJP makes funding recommendations 1.)to the State Advisory committee (SAC) on the Sexual Assault Victim Services/prevention Program, which makes the final funding decisions in accordance with California Penal code Section 13837; and 2.) to the State Advisory Group (SAG) for the Juvenile Justice and Delinquency Prevention program, which makes the funding decisions as authorized by the California Council on Criminal justice in accordance with California Penal code Section 13813.

20. Department Head Approval: Terence Hallinan (Name) District Attorney (Title)

(Signature)

City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Tuesday, October 19, 1999 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

CONSENT AGENDA

All matters listed hereunder constitute a Consent Agenda, are considered to be routine and will be acted upon by a single roll call vote of the Committee. There will be no separate discussion of these items unless a member of the Committee so requests, in which event the matter shall be removed from the Consent Agenda and considered as a separate item.

1. 991908 **[State Grant to fund a Spousal Abuser Prosecution Program which assists the District Attorney's Office in prosecuting domestic violence offenses]**

Resolution authorizing retroactively the District Attorney of the City and County of San Francisco to apply for, accept and expend funds in the amount granted by the California Department of Justice for a project entitled "Spousal Abuser Prosecution Program" for the twelve months of a given fiscal year, and waiving applicable indirect costs due to funding constraints. (District Attorney)

10/6/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 991909 **[Accept and expend Federal grant funds for the Pioneer Park Project, including wheelchair access to Coit Tower and other improvements]**

Resolution authorizing the Director of Public Works to accept and expend $350,000 in Federal Transportation Equity Act for the 21st Century (TEA21) funds granted through the Transportation for Livable Communities Program of the Metropolitan Transportation Commission for the Pioneer Park Project with the required local matching funds of $40,250. (Department of Public Works)

10/6/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

3. 991910 **[Accept and expend grant funds for a project to process eligibility determinations and claims submitted under the District Attorney's Victim and Witness Assistance Program]**

Resolution authorizing the District Attorney to retroactively contract for, accept and expend funds in the amount of $549,530, and waive indirect costs due to funding constraints, which have been allocated from the State Board of Control Victims of Crime Program, an agent of the State of California, for a project entitled "Joint Powers Agreement with Victim and Witness Assistance Program" for the twelve month period of July 1, 1999 through June 30, 2000.

10/6/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

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REGULAR AGENDA

4. 991684 **[Legislative Draft, Plumbing Code]**

Hearing to consider legislative draft to the 1998 San Francisco Plumbing Code.

(Companion measure to File 991685.)

8/27/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

10/5/99, CONTINUED. Heard in Committee. Speakers: Frank Chiu, Director, Department of Building Inspection; Carol Roos, Senior Legislative Analyst; Jerry Cunningham, Code Advisory Committee; Gloria Lee, Code Advisory Committee; Tony Sanchez-Corea, Code Advisory Committee; Roberta Caravelli, Citizen Review; Commissioner Mona Cereghino, Building Inspection Commission; James Frederick Ernst, Assistant Director, Northern California Mechanical Contractors Association; Patrick Buscovich, Past President, Structural Engineers Association of Northern California; Arnie Hollander, Advisory Member to State Building Standards Commission; Jim Bollier, Sprinkler Fitters Local 483; Anastasia Yovanopoulos, San Francisco Tenants Union; Commissioner Sigmund Freeman, Building Inspection Commission; Emeric Kalman; John Bardis, Sunset Action Committee. Continued to October 19, 1999.

5. 991685 **[Plumbing Code]**

Ordinance re-enacting the 1998 San Francisco Plumbing Code on a permanent basis without modification; reaffirming endorsement of San Francisco amendments and findings of local conditions. (Department of Building Inspection)

9/1/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

10/5/99, CONTINUED. Heard in Committee. Speakers: Frank Chiu, Director, Department of Building Inspection; Carol Roos, Senior Legislative Analyst; Jerry Cunningham, Code Advisory Committee; Gloria Lee, Code Advisory Committee; Tony Sanchez-Corea, Code Advisory Committee; Roberta Caravelli, Citizen Review; Commissioner Mona Cereghino, Building Inspection Commission; James Frederick Ernst, Assistant Director, Northern California Mechanical Contractors Association; Patrick Buscovich, Past President, Structural Engineers Association of Northern California; Arnie Hollander, Advisory Member to State Building Standards Commission; Jim Bollier, Sprinkler Fitters Local 483; Anastasia Yovanopoulos, San Francisco Tenants Union; Commissioner Sigmund Freeman, Building Inspection Commission; Emeric Kalman; John Bardis, Sunset Action Committee; David Teeters (architect). Continued to October 19, 1999.

6. 991686 **[Legislative Draft, Mechanical Code]**

Hearing to consider legislative draft to the 1998 San Francisco Mechanical Code.

(Companion measure to File 991687.)

8/27/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

10/5/99, CONTINUED. Heard in Committee. Speakers: Frank Chiu, Director, Department of Building Inspection; Carol Roos, Senior Legislative Analyst; Jerry Cunningham, Code Advisory Committee; Gloria Lee, Code Advisory Committee; Tony Sanchez-Corea, Code Advisory Committee; Roberta Caravelli, Citizen Review; Commissioner Mona Cereghino, Building Inspection Commission; James Frederick Ernst, Assistant Director, Northern California Mechanical Contractors Association; Patrick Buscovich, Past President, Structural Engineers Association of Northern California; Arnie Hollander, Advisory Member to State Building Standards Commission; Jim Bollier, Sprinkler Fitters Local 483; Anastasia Yovanopoulos, San Francisco Tenants Union; Commissioner Sigmund Freeman, Building Inspection Commission; Emeric Kalman; John Bardis, Sunset Action Committee. Continued to October 19, 1999.

7. 991687 [Mechanical Code]

Ordinance re-enacting the 1998 San Francisco Mechanical Code on a permanent basis without modification; reaffirming endorsement of San Francisco amendments and findings of local conditions. (Department of Building Inspection)

9/1/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

10/5/99, CONTINUED. Heard in Committee. Speakers: Frank Chiu, Director, Department of Building Inspection; Carol Roos, Senior Legislative Analyst; Jerry Cunningham, Code Advisory Committee; Gloria Lee, Code Advisory Committee; Tony Sanchez-Corea, Code Advisory Committee; Roberta Caravelli, Citizen Review; Commissioner Mona Cereghino, Building Inspection Commission; James Frederick Ernst, Assistant Director, Northern California Mechanical Contractors Association; Patrick Buscovich, Past President, Structural Engineers Association of Northern California; Arnie Hollander, Advisory Member to State Building Standards Commission; Jim Bollier, Sprinkler Fitters Local 483; Anastasia Yovanopoulos, San Francisco Tenants Union; Commissioner Sigmund Freeman, Building Inspection Commission; Emeric Kalman; John Bardis, Sunset Action Committee. Continued to October 19, 1999.

8. 991688 [Legislative Draft, Electrical Code]

Hearing to consider legislative draft to the 1998 San Francisco Electrical Code.

(Companion measure to File 991689.)

8/27/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

10/5/99, CONTINUED. Heard in Committee. Speakers: Frank Chiu, Director, Department of Building Inspection; Carol Roos, Senior Legislative Analyst; Jerry Cunningham, Code Advisory Committee; Gloria Lee, Code Advisory Committee; Tony Sanchez-Corea, Code Advisory Committee; Roberta Caravelli, Citizen Review; Commissioner Mona Cereghino, Building Inspection Commission; James Frederick Ernst, Assistant Director, Northern California Mechanical Contractors Association; Patrick Buscovich, Past President, Structural Engineers Association of Northern California; Arnie Hollander, Advisory Member to State Building Standards Commission; Jim Bollier, Sprinkler Fitters Local 483; Anastasia Yovanopoulos, San Francisco Tenants Union; Commissioner Sigmund Freeman, Building Inspection Commission; Emeric Kalman; John Bardis, Sunset Action Committee; David Stadtner, San Francisco Electrical Contractors. Continued to October 19, 1999.

9. 991689 [Electrical Code]

Ordinance re-enacting the 1998 San Francisco Electrical Code on a permanent basis without modification; reaffirming endorsement of San Francisco amendments and findings of local conditions. (Department of Building Inspection)

9/1/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

10/5/99, CONTINUED. Heard in Committee. Speakers: Frank Chiu, Director, Department of Building Inspection; Carol Roos, Senior Legislative Analyst; Jerry Cunningham, Code Advisory Committee; Gloria Lee, Code Advisory Committee; Tony Sanchez-Corea, Code Advisory Committee; Roberta Caravelli, Citizen Review; Commissioner Mona Cereghino, Building Inspection Commission; James Frederick Ernst, Assistant Director, Northern California Mechanical Contractors Association; Patrick Buscovich, Past President, Structural Engineers Association of Northern California; Arnie Hollander, Advisory Member to State Building Standards Commission; Jim Bollier, Sprinkler Fitters Local 483; Anastasia Yovanopoulos, San Francisco Tenants Union; Commissioner Sigmund Freeman, Building Inspection Commission; Emeric Kalman; John Bardis, Sunset Action Committee; David Stadtner, San Francisco Electrical Contractors. Continued to October 19, 1999.

10. **991690** **[Legislative Draft, Housing Code]**

Hearing to consider legislative draft to the 1998 San Francisco Housing Code.

(Companion measure to File 991691.)

8/27/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

10/5/99, CONTINUED. Heard in Committee. Speakers: Frank Chiu, Director, Department of Building Inspection; Carol Roos, Senior Legislative Analyst; Jerry Cunningham, Code Advisory Committee; Gloria Lee, Code Advisory Committee; Tony Sanchez-Corea, Code Advisory Committee; Roberta Caravelli, Citizen Review; Commissioner Mona Cereghino, Building Inspection Commission; James Frederick Emst, Assistant Director, Northern California Mechanical Contractors Association; Patrick Buscovich, Past President, Structural Engineers Association of Northern California; Arnie Hollander, Advisory Member to State Building Standards Commission; Jim Bollier, Sprinkler Fitters Local 483; Anastasia Yovanopoulos, San Francisco Tenants Union; Commissioner Sigmund Freeman, Building Inspection Commission; Emeric Kalman; John Bardis, Sunset Action Committee. Continued to October 19, 1999.

11. 991691 **[Housing Code]**

Ordinance re-enacting the 1998 San Francisco Housing Code on a permanent basis without modification; reaffirming endorsement of San Francisco amendments and findings of local conditions. (Department of Building Inspection)

9/1/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

10/5/99, CONTINUED. Heard in Committee. Speakers: Frank Chiu, Director, Department of Building Inspection; Carol Roos, Senior Legislative Analyst; Jerry Cunningham, Code Advisory Committee; Gloria Lee, Code Advisory Committee; Tony Sanchez-Corea, Code Advisory Committee; Roberta Caravelli, Citizen Review; Commissioner Mona Cereghino, Building Inspection Commission; James Frederick Emst, Assistant Director, Northern California Mechanical Contractors Association; Patrick Buscovich, Past President, Structural Engineers Association of Northern California; Arnie Hollander, Advisory Member to State Building Standards Commission; Jim Bollier, Sprinkler Fitters Local 483; Anastasia Yovanopoulos, San Francisco Tenants Union; Commissioner Sigmund Freeman, Building Inspection Commission; Emeric Kalman; John Bardis, Sunset Action Committee. Robert Pender, San Francisco Tenants Network. Continued to October I9, 1999.

12. **991692** **[Legislative Draft, Building Code]**

Hearing to consider legislative draft to the 1998 San Francisco Building Code.

(Companion measure to File 991693.)

8/27/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

10/5/99, CONTINUED. Heard in Committee. Speakers: Frank Chiu, Director, Department of Building Inspection; Carol Roos, Senior Legislative Analyst; Jerry Cunningham, Code Advisory Committee; Gloria Lee, Code Advisory Committee; Tony Sanchez-Corea, Code Advisory Committee; Roberta Caravelli, Citizen Review; Commissioner Mona Cereghino, Building Inspection Commission; James Frederick Emst, Assistant Director, Northern California Mechanical Contractors Association; Patrick Buscovich, Past President, Structural Engineers Association of Northern California; Arnie Hollander, Advisory Member to State Building Standards Commission; Jim Bollier, Sprinkler Fitters Local 483; Anastasia Yovanopoulos, San Francisco Tenants Union; Commissioner Sigmund Freeman, Building Inspection Commission; Emeric Kalman; John Bardis, Sunset Action Committee; F. Joseph Butler, AIA; Michael Hamman, National Association for the Remodeling Industry; Arnie Hollander, Advisory Member to State Building Standards Commission. Continued to October 19, 1999.

13. 991693 **[Building Code]**

Ordinance re-enacting the 1998 San Francisco Building Code on a permanent basis without modification; reaffirming endorsement of San Francisco amendments and findings of local conditions. (Department of Building Inspection)

9/1/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

10/5/99, CONTINUED. Heard in Committee. Speakers: Frank Chiu, Director, Department of Building Inspection; Carol Roos, Senior Legislative Analyst; Jerry Cunningham, Code Advisory Committee; Gloria Lee, Code Advisory Committee; Tony Sanchez-Corea, Code Advisory Committee; Roberta Caravelli, Citizen Review; Commissioner Mona Cereghino, Building Inspection Commission; James Frederick Ernst, Assistant Director, Northern California Mechanical Contractors Association; Patrick Buscovich, Past President, Structural Engineers Association of Northern California; Arnie Hollander, Advisory Member to State Building Standards Commission; Jim Bollier, Sprinkler Fitters Local 483; Anastasia Yovanopoulos, San Francisco Tenants Union; Commissioner Sigmund Freeman, Building Inspection Commission; Emeric Kalman; John Bardis, Sunset Action Committee; F. Joseph Butler, AIA; Michael Hamman, National Association for the Remodeling Industry; Arnie Hollander, Advisory Member to State Building Standards Commission. Continued to October 19, 1999.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

Rule 5.40 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

991768 **[Edgehill Mountain Slope Protection Area]**

Supervisor Teng

Ordinance amending Building Code by adding Section 106.4.1.2 to require the structural advisory committee to review and make recommendations on specified permit applications within the Edgehill Mountain Slope Protection Area, which is generally bounded by Garcia Avenue, Vasquez Avenue, Kensington Way, and Ulloa Street and traversed by Edgehill Way, and to require mandatory denial by the Director of Building Inspection under specified circumstances; amending Section 105.6.2 to specify the composition of the structural advisory committee for permit applications located within the Edgehill Mountain Slope Protection Area; amending Section 106.3.2 to require that the applicant for certain permit applications located within the Edgehill Mountain Slope Protection Area provide substantial documentation that there exists sufficient infrastructure to support the proposed residential development and that the proposed emergency access routes meet standards in effect at the time of the application; amending Section 1701.5 to require special inspections throughout the construction progress for sites located within the Edgehill Mountain Slope Protection Area.

(Amends Sections 106.4.1.2, 105.6.2, 106.3.2, 1701.5.)

9/21/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 10/21/1999. Awaiting response from Building Inspection Commission.

991827 **[Color Tires]**

Supervisors Teng, Yaki, Kaufman, Ammiano, Bierman, Becerril, Katz, Leno

Ordinance amending Police Code by adding Article 42A (Sections 4200A.1 through 4200A.4) prohibiting the sale of tires with colored treads and making manufacturers strictly liable for costs related to the clean-up of graffiti caused by tires with colored treads.

(Adds Sections 4200A.1 through 4200A.4.)

9/27/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 10/27/1999.

991829 **[To establish a Children and Families First Department to be managed by the Children and Families First Commission]**

Supervisor Teng

Ordinance amending Administrative Code Section 86.1 to establish a Children and Families First Department and require the Children and Families First Commission and Department of Children, Youth and Their Families (DCYF) to enter into a memorandum of understanding setting forth the administrative services DCYF will provide for the Commission and Department; by amending Section 86.2 to authorize the Commission to hire an executive director and additional staff if permitted by the budget; and by amending Section 86.3 to correct drafting errors.

(Amends Sections 86.1, 86.2 and 86.3.)

9/27/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 10/27/1999.

Watch future agendas for matters.

Disability Access

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For a large print copy of agenda, contact Annette Lonich at (415) 554-7706.

Following a meeting minutes are available in alternative formats. Contact Marie McKechnie at (415) 554-7722.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force at 554-6171.

HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

IMPORTANT HEARING NOTICE!!!

Bill Lynch
Govt Information Ctr
41 Library
100 Larkin Street

Public Library, Gov't Information Ctr.. 5th Flr.
Attn: Susan Hom, Dept. 41

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10/19/99

CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

October 15, 1999

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: October 19, 1999 Housing and Social Policy Committee Meeting

Item 1 – File 99-1908

Department:	District Attorney
Item:	Resolution retroactively authorizing the District Attorney to apply for, accept and expend funds in the amount of $108,000 through the California Department of Justice for a project entitled "Spousal Abuser Prosecution Program" for the 12-month period from July 1, 1999 through June 30, 2000, and waiving indirect costs due to funding constraints.
Grant Amount:	$108,000
Grant Period:	July 1, 1999 through June 30, 2000
Source of Funds:	California Department of Justice
Program:	Spousal Abuser Prosecution Program (SAPP)
Description:	The proposed grant is a continuation grant to be used by the District Attorney's Office to support the Spousal Abuser Prosecution Program (SAPP). SAPP is a vertical prosecution program that enhances the District Attorney's

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effort to prosecute and convict individuals arrested for spousal abuse crimes. Within this vertical prosecution program, the victim works with the same member of the District Attorney's staff throughout the case.

Budget: A detailed budget for the total project costs of $173,832, including this grant request of $108,000 and in-kind matching funds of $65,832, as provided by the District Attorney's Office, is shown as Attachment I. A summary budget is as follows:

Personnel	FTE			
Senior Attorney	1.00	$81,809		
Investigator	0.10	6,285		
Investigator Asst.	0.60	30,005		
Head Attorney	0.16	19,468		
Fringe Benefits		30,727		
Subtotal	1.86			168,294
Operating Expenses				
Materials and Supplies				
General Expenses		925		
Printing		883		
Communication		1,297		
Postage		137		
Subtotal			3,242	
Other Items				
Audit		1,080		
Subtotal			1,080	
Training				
Conference		1,216		
Subtotal			1,216	
Subtotal Operating Expenses				5,538
TOTAL BUDGET				$173,832

Required Match: The proposed grant requires a match of at least $21,600. The District Attorney's Office will provide an in-kind match of $65,832, which, according to Ms. Teresa Serata of the District Attorney's Office, is included in the District Attorney's Office FY 1999-2000 budget.

Indirect Costs: The granting agency does not allow inclusion of indirect costs in this grant program.

Comments:

1. Ms. Serata advises that because this is a continuation grant, expenses have incurred against the grant funds prior to obtaining approval from the Board of Supervisors. Therefore, the proposed resolution provides the District Attorney's Office with retroactive approval of the subject grant.

2. The proposed resolution contains a provision that authorizes the District Attorney to enter into the necessary Grant Award Agreement with California Department of Justice for the Spousal Abuser Prosecution Program, including any extensions, augmentations and amendments thereof, without obtaining subsequent approval by the Board of Supervisors of such extensions, augmentations and amendments.

3. The subject grant provides that any liability arising out of the performance of the Grant Award Agreement, including civil court actions for damages, shall be the responsibility of the grantee and the implementing agency. The State of California and the California Department of Justice disclaim responsibility for any such liability. Regarding the City's potential liability, Mr. Ted Lakey of the City Attorney's Office states that since the grant funds may result in increased criminal justice activities by the City (i.e. more investigations of spousal abuse cases), there may be some additional, albeit minimal, risk of liability to the City as a result of participating in this program.

4. Attachment II is the Grant Application Information Form.

5. Ms. Serata states that the Grant Application Information Form incorrectly shows that 1.30 FTE new positions will be created under the subject grant. According to Ms. Serata, the Department actually intends to use the proposed grant funds to fund 1.86 FTE positions that already exist within the District Attorney's Office. Ms. Serata advises that all 1.86 FTE positions

funded under the subject grant would be terminated when such grant expires on June 30, 2000, unless the grant is renewed or other funds are obtained.

6. The District Attorney has prepared a Disability Access Checklist for the proposed grant program. The Checklist is on file with the Clerk of the Board of Supervisors.

Recommendation: Approval of the proposed resolution is a policy matter for the Board of Supervisors since the District Attorney would be authorized to execute extensions, augmentations and amendments to the proposed grant agreement, without obtaining subsequent approval by the Board of Supervisors of such extensions, augmentations and amendments.

BUDGET CATEGORY AND LINE-ITEM DETAIL

City/County San Francisco District Attorney's Office Grant No. 99SA06B025

Personal Services **Salaries/Employee Benefits** (Attach resume or statement of qualifications)			State Grant	Cash Match	In-Kind Match	Total
Margarita Gutierrez	FTE					
(1) 8132 Investigative Assistant	0.6	30,005				
Erin Gallagher						
(1) 8146 Investigator	0.1	6,285				
Cadio Zirpoli						
(1) 8178 Senior Attorney	0.6	49,085			(FTE 0.4) 32,724	
	1.3					
Elizabeth Aguilar-Tarchi						
(1) 8182 Head Attorney					(FTE 0.16)	
FTE: 0.16					19,468	
Total Salaries			**85,375**		**52,192**	
BENEFITS						
Health Service System						
Health: PPS						
183.79 x 26.2 x 1.30		6,260				
183.79 x 26.2 x 0.56					2,697	
Dental: PPS						
33.98 x 26.2 x 1.30		1,157				
33.98 x 26.2 x 0.56					499	
Unemployment						
85,375 X 0.17%		145				
52,192 X 0.17%					89	
Social Security/Medicare						
79,090 x 7.65%		6,050				
42,983 x 7.65%					3,288	
Retirement						
85,375 x 7.50%		6,403				
52,192 x 7.50%					3,914	
Medicare (Investigator)						
6,285 x 1.45%		91				
9,209 x 1.45%					134	
Total Benefits			**20,107**		**10,620**	
SUBTOTAL			**105,482**	**-**	**62,812**	**168,294**

BUDGET CATEGORY AND LINE-ITEM DETAIL

City/County San Francisco District Attorney's Office Grant No. 99SA06B025

Operating Expenses	State Grant	Cash match	In-Kind Match	Total
General Expenses	133		792	925
Postage	17		120	137
Communication Telephone:	72		1,225	1297
Printing	-		883	883
Travel-In-State				
Training Conference: "Ending Domestic Violence" Rosemont, Illinois. Registration fee $290.00 Hotel $120.00 * 3nites 360.00 Per diem $42.00*3days 126.00 Ground transportation 40.00	1,216			1216
Other Items - Audit	1,080			1080
SUBTOTAL	2,518	-	3,020	5,538

The applicant will use state travel policy. [x]

The applicant will use a travel policy other than the state's. The applicant will use the written policy of _____ which is more restrictive than the state's. [ ]

BUDGET CATEGORY AND LINE-ITEM DETAIL

City/County San Francisco District Attorney's Office Grant No. 99SA06B025

Equipment	State Grant	Cash match	In-Kind Match	Total
N/A				
SUBTOTAL				-

BUDGET CATEGORY AND LINE-ITEM DETAIL

City/County San Francisco District Attorney's Office Grant No. 99SA06B025

Budget Category	State Grant	Cash match	In-Kind Match	Total
Personal Services	105,482	-	62,812	168.294
Operating Expenses	2,518	-	3,020	5,538
Equipment				-
TOTALS	108,000	-	65,832	173,832

Department of Justice Review and Approval:

Date: _____

George Williamson
Chief Assistant Attorney General
Criminal Division

File Number:_____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To : The Board of Supervisors
Attn: Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: **District Attorney's Office**
2. Contact Persons: **Teresa Serata, Chief Financial Officer** Telephone: **(415) 553-1895**
3. Project Title: **Spousal Abuser Prosecution Program (SAPP)**
4. Grant Source Agency: **California Department of Justice**
5. Type of Funds:___ Federal ___ Federal-State(Pass-Through)___ State_X__ Local____ Private___
6. Proposed (New/Continuation) Grant Project Summary:

The SAPP Grant is a vertical prosecution program that enchases the efforts to prosecute and convict individuals arrested for spousal abuse crimes. The program requires highly qualified prosecutorial and investigative staff, reduce caseloads, vertical prosecution, victim counseling and coordination with local victim service organizations.

7. Amount of Grant Funding Applied for: **$108,000.00**
8. Maximum Funding Amount Available: **$108.000.00**
9. Required Matching Funds? Yes:_X__ No:_____ Cash or In-Kind: In-Kind

   If yes, list dollar amount and identify source of matching Funds in department Budget:
   $21,600.00 - General Fund
10. Number of new positions created and funded: **1.30 FTE**
11. If new positions are created, explain the disposition of employees once the grant ends?
    The positions will be eliminated

12. Are indirect costs eligible costs for this grant? Yes:_____ No:__X__

If yes, please identify the amount of $ in indirect costs? _____

13. Amount to be spent on contractual services: 0

14. A.) Will contractual services be put out to bid N/A

b.) If so, will contract services help to further the goals of the department's MBE?WBE requirements _____

15. Is this likely to be a one-time or going requests for contracting out? N/A

16. Term of Grant: Start Date: July 01, 1999 End Date: June 30, 2000

17. Date Department Notified of Available Funds: June 2, 1999

18. Grant Application Due Date: October 4,1999

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriation legislation):

In 1994,The Governor signed into law AB-801, chapter 599, Statutes Of 1994,which authorized funding to be allocated by the Department of Justice for the Spousal Abuser Prosecution Program (SAPP). The program was originally established in 1985 under Section 273.8 of the California Penal Code.

While the program is to be administered by the Department of Justice, original plans called for the program to be administered by the Office of criminal Justice planning so, as Instructed, the administrative guidelines of that agency, as outlined in the SAPP Program Guidance were followed in preparing the grant application.

20. Department Head Approval: Terence Hallinan (Name) District Attorney (Title)

(Signature)

Item 2– File 99-1909

Department: Department of Public Works (DPW)

Item: Resolution authorizing the Director of Public Works to accept and expend $350,000 in Federal Transportation Equity Act for the 21st Century (TEA21) funds designated for San Francisco through the Metropolitan Transportation Commission's Transportation for Livable Communities Program to partially fund various infrastructure improvements to Pioneer Park located at the top of Telegraph Hill.

Grant Amount: $350,000

Grant Period: July 1, 1999 through June 30, 2009 (10 years)

Source of Funds: Federal Transportation Equity Act for the 21st Century (TEA21)

Project: Pioneer Park Project

Description: Ms. Teresa Burke of the Department of Public Works (DPW) reports that in June of 1998, Congress enacted the Federal Transportation Equity Act for the 21st Century (TEA21), which made approximately $14.4 billion available to the California Department of Transportation (Caltrans) for highway and other surface transportation programs throughout the State.

Ms. Burke states that Caltrans has in turn made a portion of the subject $14.4 billion in TEA21 funds available to the Metropolitan Transportation Commission (MTC) for transportation programs throughout the Bay Area. The MTC is a transportation planning agency which was created by the State Legislature in 1970 and whose purpose is to fashion a comprehensive plan for the development of mass transit, highway, airport, seaport, railroad, bicycle and pedestrian facilities in the Bay Area.

The proposed resolution would authorize the Director of Public Works (a) to accept and expend $350,000 in TEA21 funds previously designated for San Francisco through the MTC's Transportation for Livable Communities

Program to partially fund the Pioneer Park Project and (b) agree to match the subject grant funds in the amount of $40,250, resulting in total project funds of $390,250.

Ms. Burke reports that the proposed Pioneer Park Project consists of the following infrastructure improvements to Pioneer Park located at the top of Telegraph Hill:

1. New stairways with lighting and handrails
2. New accessible paths, curb ramps and parking spaces
3. New utilities for a public toilet, installation of a water fountain
4. Grading and landscaping
5. New crosswalks, flashing traffic lights, paving and signage

Attachment I, provided by Mr. Saed Toloui of the DPW, contains detailed descriptions for each of these infrastructure improvements.

Budget:

Ms. Burke advises that the total estimated cost of the proposed Pioneer Park Project is $1,549,453 or $1,159,203 more than the subject grant and matching funds totaling $390,250. According to Ms. Burke, the funding sources for the additional $1,159,203 are as follows:

Amount	Funding Source
$634,994	Previously approved funds included in the DPW FY 1999-2000 budget
70,000	DPW Proposition B, Half Cent Sales Tax Fund
200,000	Recreation and Park Department FY 1999-2000 Open Space Fund
254,209	San Francisco Foundation's Community Initiative Funds and the Friends of Recreation and Park
$1,159,203	**Total**

In March of 1998, the Board of Supervisors approved a resolution (File No. 98-0161) authorizing the Director of Public Works to accept and expend a gift of up to $500,000 from San Francisco Foundation and the Friends of Recreation and Park, two private non-profit organizations, to partially fund the proposed infrastructure improvements to Pioneer Park.

Attachment II, provided by DPW, contains the funding sources and the budget details for the total project costs of $1,549,453 to support the proposed Pioneer Park Project, including $1,285,000 for the Construction Contract Cost and $264,453 for DPW Engineering and Construction Support.

Required Match: $40,250 required local match to be provided as a gift from the San Francisco Foundation's Community Initiative Funds and the Friends of Recreation and Park.

Indirect Costs: Ms. Burke states that the proposed resolution provides for a waiver of indirect costs since such costs are not eligible for inclusion in this grant program in accordance with the terms of the Federal Transportation Equity Act for the 21st Century (TEA21).

Comments:

1. Ms. Burke advises that the DPW intends to initiate an Invitation to Bid process on approximately December 1, 1999 to award a contract for the proposed infrastructure improvements to Pioneer Park. According to Ms. Burke, the DPW expects to award a contract for the proposed Pioneer Park Project approximately in mid-February of 2000. Work related to the proposed infrastructure improvements is anticipated to begin in March of 2000 and to be completed in September of 2000, according to Ms. Burke.

2. Ms. Burke advises that although the commencement date of this grant is July 1, 1999, the Department has neither accepted nor expended the proposed grant funds. Therefore, this resolution does not provide for retroactivity.

3. According to Ms. Burke, the funding source listed as Pioneer Park Project Gift of $294,459 in Attachment I

consists of the required local match of $40,250 and gift funds of $254,209 from the San Francisco Foundation's Community Initiative Funds and the Friends of Recreation and Park.

Recommendation: Approve the proposed resolution.

Project Description

1. New stairways with lighting and handrails

Three sets of reinforced concrete stairways with landings, handrails and lighting that will conform to the natural slopes will be constructed. The steps, landings and handrails will comply with ADA and California Title 24 accessibility codes.

- New Greenwich Stairway; The existing Greenwich Stairway West, ends at an AC path at the top. The pedestrians from that point on climb the steep dirt paths to get to the terrace and the tower. The new Greenwich Stairway will be the continuation of the existing, which leads the visitors to the tower area, and the new accessible path.

- New Filbert Stairway; The existing Filbert Stairs starts at Kearny St. and ends close to Telegraph Hill Blvd. At the top. The pedestrians from that point on either climb the dirt paths on the southern slopes of the hill or walk on Telegraph Hill Blvd. to access the Coit Tower area. The new stairway will carry the foot traffic to a newly paved path, which leads to the new Terrace Stairway.

- New Terrace Stairway; The new Terrace Stairway replaces the entrenched dirt paths and lead the pedestrians from the lower path up to the tower area and the new Upper Terrace.

2. New accessible paths, curb ramps and parking spaces

A new concrete ramp/ path will replace the existing dirt path, which connects the new concrete landing and the Decaux toilet to the Upper Terrace. Handicap parking slots and curb ramps will furnish the access to the new Upper Terrace and to the tower.

3. New utilities for an accessible 24-hour Decaux Toilet; installation of a water fountain

As a component of the citywide 24-hour automatic public toilet program, a coin operated Decaulx toilet will be installed, following the completion of this project. Our scope of work includes installing new sewer, water, telephone and electricity for the operation of the toilet. Installation of the toilet is not part of this construction project. We will also install an accessible drinking water fountain.

4. Grading and landscaping

The western and southern slopes of Telegraph Hill will be graded and will be replanted for erosion control with low maintenance, drought tolerant and predominantly native species. The project also includes the installation of a new irrigation system and drainage for all the planted areas. The new accessible Upper Terrace with stone curb walls will replace the existing dirt area on the south side of Coit Tower.

5. New crosswalks, flashing traffic lights, "traffic calming" paving and signage

In order to direct the pedestrians and complete the access to the park areas, two crosswalks will be constructed across the Telegraph Hill Blvd. A 10' wide crosswalk at

the south turn of the boulevard will connect the existing to the new Filbert Stairway. Another 12' wide crosswalk will be at the entrance to the parking area at the Coit Tower parking lot. Two flashing warning lights will be installed on each side of Telegraph Hill Blvd. at the Filbert Stairway, to warn drivers of the crossing pedestrians. In addition to stop signs at the crosswalk, there will be paving sawcuts in the downhill direction and signage to alert motorists of the upcoming crosswalk.

PIONEER PARK RENOVATION/ TELEGRAPH HILL STAIRWAYS CONSTRUCTION

CONSTRUCTION COST ESTIMATE
10/5/1999

Bid Item	Bid Item Description	Estimated Quantity	Unit	Unit Price	Extension
1	MOBILIZATION (Refer to Specification Section 01505) Maximum 5% of the Total Lump Sum Base Bid, excluding Allowances, Alternates, and the Mobilization Bid Item itself.	--	L.S.	--	$58,000
2	TRENCH SHORING AND BRACING OR EQUIVALENT METHOD CONFORMING TO APPLICABLE SAFETY ORDERS	--	L.S.	--	$10,000
3	ALLOWANCE FOR OFF-DUTY S.F. POLICE OFFICER	--	Allowance	--	$36,000
4	TRAFFIC CONTROL WORK	--	L.S.	--	$2,000
5	TRAFFIC CONTROL PLANS	4	EA.	100	$400
6	TEMPORARY REMOVABLE TAPE STRIPING FOR CROSSWALK LINES	200	L.F.	3	$600
7	TEMPORARY PAVEMENT MARKERS	1,000	EA.	1	$1,000
8	SOLAR OPERATED FLASHING ARROW SIGNS	2	EA.	500	$1,000
9	CHANGEABLE MESSAGE SIGN	1	EA.	2,000	$2,000
10	TRAFFIC CREW	3,450	HOURS	50	$172,500
11	ROCK EXCAVATION AND STUMP REMOVAL	--	L.S.	--	$90,000
12	SITE DEMOLITION AND ROUGH GRADING	--	L.S.	--	$65,000

Bid Item	Bid Item Description	Estimated Quantity	Unit	Unit Price	Extension
13	CONCRETE WORK	--	L.S.	--	$300,000
14	BASE BID ELECTRICAL WORK	--	L.S.	--	$70,000
15	ELECTRICAL WORK ASSOCIATED WITH J.C. DECAUX TOILET	--	L.S.	--	$25,000
16	SITE DRAINAGE WORK	--	L.S.	--	$7,000
17	BASE BID STONE MASONRY WORK	--	L.S.	--	$110,000
18	METAL FABRICATION	--	L.S.	--	$35,000
19	ELECTRIC TRAFFIC SIGNALS	--	L.S.	--	$20,000
20	SITE FURNISHINGS	--	L.S.	--	$12,000
21	AUTOMATIC IRRIGATION SYSTEM	--	L.S.	--	$55,000
22	BASE BID LANDSCAPE PLANTING	--	L.S.	--	$50,000
23	SEWER WORK FOR FUTURE J.C. DECAUX TOILET	--	L.S.	--	$38,000
	TOTAL BASE BID				**$1,160,000**

Alternate No.	Alternate Description	Extension
A-1	ADDITIONAL STONE MASONRY WORK ADD Lump Sum:	$65,000
A-2	ADDITIONAL ELECTRICAL WORK ADD Lump Sum:	$20,000
A-3	ADDITIONAL SHRUB PLANTING WORK ADD Lump Sum:	$40,000
	TOTAL ALTERNATES	**$125,000**

TOTAL CONSTRUCTION CONTRACT COST $1,285,000

ENGINEERING AND CONSTRUCTION SUPPORT COST ESTIMATE
10/5/1999

Class	Title	Hours	Rate	Extension
5272	Assoc. Land scape Arch	1515	66	$100,000
5208	Civil Engineer	900	83	$74,700
5504	Assoc. Civil Engineer (Proj. Manage.)	61	66	$4,023
5510	Construction Manager	140	97	$13,580
5208	Resident Engineer/Inspector	800	83	$66,400
5304	Testing Lab	115	50	$5,750
	TOTAL – ENG/CONST			$264,453

TOTAL PROJECT COST: $1,549,453

PROJECT FUNDING ANALYSIS

Public Works – Departmental Funds	$ 634,994
Public Works – Prop B – ½ Cent Sales Tax	$ 70,000
MTC – Transportation for Livable Communities Grant	$ 350,000
Rec. & Park – Open Space	$ 200,000
Pioneer Park Project Gift	$ 294,459
TOTAL PROJECT FUNDING	$1,549,453

Item 3 - File 99-1910

Department: District Attorney

Item: Resolution authorizing the District Attorney to retroactively contract for, accept, and expend funds in the amount of $549,530, and to waive indirect costs, for a Project entitled "Joint Powers Agreement with Victim and Witness Assistance Program." These funds have been allocated from the State Board of Control's Victim of Crimes Program for the 12-month period from July 1, 1999 through June 30, 2000.

Contract Amount: $549,530

Contract Period: July 1, 1999 through June 30, 2000

Source of Funds: State Board of Control's Victim of Crimes Program

Program: Joint Powers Agreement with Victim and Witness Assistance Program

Description: The proposed Joint Powers Agreement between the State Board of Control and the District Attorney's Office would provide grant funds to be used by the District Attorney's Office to verify claims for compensation of unreimbursed financial losses submitted by victims of violent crimes. Compensation of unreimbursed financial losses incurred by victims of violent crimes is paid through the State Restitution Fund, which is funded through criminal fines and penalties. The proposed resolution represents the 13th year in which the City and State Board of Control have entered into this Joint Powers Agreement for the Victim and Witness Assistance Program.

Budget: Attachment I, provided by the District Attorney's Office, contains the budget details for this $549,530 contract agreement between the State Board of Control and the City, including City personnel costs for 7.80 FTEs of $503,399 and operating expenses of $46,131.

Required Match: None.

Indirect Costs: According to Ms. Tricia Stapleton of the District Attorney's Office, the proposed resolution provides for a waiver of indirect costs in order to allocate all grant funds to program costs.

Comments:

1. Ms. Teresa Serata of the District Attorney's Office states that the State Board of Control's Victim of Crimes Program, which is responsible for funding the subject contract agreement with the City, is itself funded by monies from both the State Restitution Fund and the State General Fund.

2. Ms. Stapleton advises that because this is a continuation grant, expenses have been incurred against the grant funds prior to obtaining approval from the Board of Supervisors. Therefore, the proposed resolution provides the District Attorney's Office with retroactive approval of the subject grant.

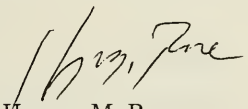
3. The proposed resolution contains a provision that states that the District Attorney would be authorized to amend the subject Joint Powers Agreement with the State Board of Control without obtaining subsequent approval by the Board of Supervisors, unless such amendment would have fiscal impact to the City.

4. Attachment II is the Grant Application Information Form.

5. Ms. Stapleton states that the Grant Application Information Form incorrectly shows that 7.80 FTE new positions will be created under the subject grant. Such positions already exist within the District Attorney's Office, according to Ms. Stapleton. Ms. Stapleton advises that all 7.80 FTE positions funded under the subject grant would be terminated when such grant expires on June 30, 2000, unless the grant is renewed or other funds are obtained. According to Ms. Stapleton, although the FTE Class 9910 Public Service Trainee position is listed as vacant in Attachment I, such position was hired on September 27, 1999 to provide administrative and clerical support to the subject grant program. Prior to such date, administrative and clerical support for the Victim and Witness Assistance Program was provided by an intern entirely funded by Federal Temporary Aide for Needy Families (TANF) monies, according to Ms. Stapleton.

6. The District Attorney has prepared a Disability Access Checklist for the proposed grant program. The Checklist is on file with the Clerk of the Board of Supervisors.

Recommendation: Approval of the proposed resolution is a policy matter for the Board of Supervisors since the District Attorney would be authorized to amend the subject Joint Powers Agreement with the State Board of Control without obtaining subsequent approval by the Board of Supervisors, unless such amendment would have fiscal impact to the City.



Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
President Ammiano
Supervisor Brown
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Yaki
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

JOINT POWERS AGREEMENT - SAN FRANCISCO DISTRICT ATTORNEY FY99-00

NAME	CLASS & STEP#		TITLE	BI-WK SALARY	#PP'S	FTE		YR/SAL	ANN. COST BASE ON % OF TIME	COMBINED COST FOR SPLIT POS.
STAPLETON	8137 -V		Director	3,018	12.70	0.40	0.40	38,329	15,331	31,877
				3,064	13.50	0.40		41,364	16,546	
MARIN	8135-IV	*	Asst, Chef Inv. V/W	2,637	12.70	1.00	1.00	33,490	33,490	69,602
				2,675	13.50	1.00		36,113	36,113	
CAVA	8131-V	*	VW Inv II	2,044	12.70	1.00		25,959	25,959	
	8131-V		VW Inv II	2,073	13.50	1.00	1.00	27,986	27,986	53,944
AGUILAR	8129-V	*	VW Inv I	1,866	12.70	1.00		23,698	23,698	
	8129-V		VW Inv I	1,893	13.50	1.00	1.00	25,556	25,556	49,254
JOHNSON	8129-V		VW Inv I	1,831	12.70	1.00		23,254	23,254	
	8129-V		VW Inv I	1,858	13.50	1.00	1.00	25,083	25,083	48,337
POSTON	8129-V		VW Inv I	1,831	12.70	0.70		23,254	16,278	
	8129-V		VW Inv I	1,858	13.50	0.70	0.70	25,083	17,558	33,836
WHEATON	8129-V		VW Inv I	1,831	12.70	1.00		23,254	23,254	
	8129-V		VW Inv I	1,858	13.50	1.00	1.00	25,083	25,083	48,337
Vacant	9910		Public Services Trainee	1,235	12.70	1.00		15,685	15,685	32,587
	9910		Public Services Trainee	1,252	13.50	1.00	1.00	16,902	16,902	
ALLEN	8104-III		VW Tech	1,359	10.80	0.50		14,677	7,339	
	8104-IV		VW Tech	1,425	1.90	0.50		2,708	1,354	
	8104-IV		VW Tech	1,447	13.50	0.50	0.50	19,533	9,767	18,459
CHAN	1823-II		Grants Manager	2,194	12.70	0.20		27,864	5,573	11,700
	1823-II		Grants Manager	2,226	8.21	0.20		18,275	3,655	
	1823-III		Grants Manager	2,337	5.29	0.20	0.20	12,363	2,473	
				FTE Equivalent			7.80			
	*Includes Bi-Lingual Pay							Total Salary		397,932

BENEFITS

Health Service System								
Health:	183.79 x	26.20	x	7.80	=	37,559		
Dental:	33.98 x	26.20	x	7.80	=	6,944	44,503	
Unemployment:		397,932	x	0.17%	=		676	
Social Security/Medicare		397,932	x	7.65%	=		30,442	
Retirement		397,932	x	7.50%	=		29,845	
						Total Benefits		105,467

TOTAL SALARIES & BENEFITS 503,399

JOINT POWERS AGREEMENT - SAN FRANCISCO DISTRICT ATTORNEY FY99-00

OPERATING EXPENSES:

Postage: **	110 X	7.800		858	
Printing:	550 x	8.300		4,565	
Office Supplies ***	632 X	7.800		4,930	
Telephone:					
8.50 lines x	$110	12.00 months		11,220	
Travel/Training					
Supervisors 3-day training - Sacramento					
Hotel: 2 nights @79 + tax			176.00		
Mileage @.315/mile			63.00		
Meal & incidentals			114.00		
Claims Staff 1-day training x 5 staff: Bay Area					
@$.325/mile x 2 r/trips x 3 trainings			189.00	542	
Rent:					
12 months @ $	257	7.80 (FTE)		24,016	
Total operating costs				46,130	46,130

* Based on direct labor % of D.A.'s office expenses

CONTRACT TOTAL: 549,530

File Number _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Apply for a Grant

To: The Board of Supervisors
Attn: Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

Department: DISTRICT ATTORNEY'S OFFICE_VICTIM/WITNESS BUREAU

Contact Person: Tricia Stapleton, Director Telephone: (415) 551-9543

Project Title: Joint Powers Agreement-Victim Claims Verification

Grant Source: State Board of Control - Victims of Crime

Proposed (New / Continuation) Grant Project Summary:

The Victim Claims Verification Project of the Victim and Witness Assistance Program will Process: Initial and Late Eligibility Determinations; Emergency Award Claims; Derivative Eligibility Determinations; Initial and Subsequent Income/Support; Initial, Subsequent, and Preauthorization Mental Health Bills; and all other bills relating to victims compensation claims on behalf of the Board of Control's Victims of Crime Compensation Program during the contract agreement period of 7/1/99 - 6/30/00. Victims or their dependents are reimbursed for out-of-pocket losses for medical/counseling services, lost wages/support, and/or funeral/burial expenses.

Amount of Grant Funding Applied for: $549,530

Maximum Funding Amount Available: $549,530

Required Matching Funds: Ø

Number of Positions Created and Funded: 7.80

Amount to be Spent on Contractual Services: Ø

Will Contractual Services be put out to Bid? Not applicable

SEP-30-1997 14:47 PKUM TO 95539054 P.07

Term of Grant: 7/1/99 - 6/30/00

Date Department Notified of Available funds: August 10, 1999

Application Due Date: September 22, 1999

Grant Funding Guidelines and Options (from RFP, grant announcement or appropriations legislation):

Grantee awarded funds derived from the collection of fines and penalty assessmens from convicted offenders and transferred to the Restitution Fund for allocation to counties based on claims production.

Funds are awarded to programs designated by their local governing Board to be local victim and witness assistance program for their jurisdiction. Claims are verified and scheduled for payment or hearing pursuant to legislative mandates and administrative guidelines established by the Board of Control.

Claims staff must be trained and certified by the State Board of Control based on mandatory training and testing.

Department Head Approval

BOARD of SUPERVISORS

City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. 554-5184
Fax No. 554-5163
TDD/TTY No. 554-5227

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10/27/99
Notice of Special

NOTICE OF SPECIAL MEETING

HOUSING AND SOCIAL POLICY COMMITTEE

SAN FRANCISCO BOARD OF SUPERVISORS

OCTOBER 27, 1999, at 6:00 P.M.

EVERETT MIDDLE SCHOOL AUDITORIUM
450 CHURCH STREET
(between 16TH and 17TH Streets)
San Francisco, California

Notice is hereby given that the Housing and Social Policy Committee of the San Francisco Board of Supervisors will hold a special meeting on Wednesday, October 27, 1999, at 6:00 p.m., in the Auditorium at the Everett Middle School, 450 Church Street, between 16th and 17th Streets, San Francisco, California.

A detailed Agenda will be published in the San Francisco Examiner on October 23, 1999, and will be available to the public at the Office of the Clerk of the Board of Supervisors, Room 244, 1 Dr. Carlton B. Goodlett Place, and in the Auditorium at the Everett Middle School.

Sincerely,
Gloria L. Young, Clerk of the Board

Gail Johnson

By: Gail Johnson
Committee Clerk

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OCT 12 1999

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12-12-99 [illegible]

City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

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Wednesday, October 27, 1999 **6:00 PM** **Everett Middle School Auditorium, 450 Church Street (between 16th and 17th Streets), San Francisco, California**

27/99
ecial

Special Meeting

1. 991743 **[School Arts and Music Programs Funding]**
Supervisors Teng, Bierman
Hearing to consider and develop a vision and plan for arts and music in elementary, middle and high schools and to explore several possibilities of creating sustainable funding.
9/13/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

Rule 5.40 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

There are no items now pending in the Committee that fall under the 30-day Rule.

Watch future agendas for matters.

for copy 1st posted 10/21/99 cw

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OCT 22 1999

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Disability Access

The Everett Middle School is located at 450 Church Street, between 16th and 17th Streets. The auditorium is wheelchair accessible. The closest accessible BART Station is 16th Street, four blocks from the Everett Middle School. The accessible MUNI line serving this location is the J-Church. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the Everett Middle School yard, which can be entered off of 17th Street (between Church and Sanchez Streets).

The following services are available when requests are made by 4:00 p.m. of the Friday before the Committee meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at the office of the Clerk of the Board of Supervisors at (415) 554-7704.

For a large print copy of agenda, contact Annette Lonich at the office of the Clerk of the Board of Supervisors at (415) 554-7706.

Following a meeting, minutes are available in alternative formats. Contact Marie McKechnie at the office of the Clerk of the Board of Supervisors at (415) 554-7722.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, Boards, Councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force at 554-6171.

HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

IMPORTANT HEARING NOTICE!!!

Bill Lynch
Govt Information Ctr
41 Library
100 Larkin Street

City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

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/9/99

Tuesday, November 09, 1999 **10:00 AM** **City Hall, Legislative Chamber - Second Floor**

Rescheduled Meeting

REGULAR AGENDA

1. **992025** **[Federal grant for extending school-to career opportunities to at-risk youth in the Mission District]**

   Resolution authorizing the Mayor's Office of Community Development of the City and County of San Francisco to retroactively apply for, accept and expend funds in the amount of $625,000 available through the Department of Labor (DOL), Employment and Training Administration (ETA), for a Mission District based school-to-career program. (Mayor)

   10/27/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. **992036** **[Authorizing an agreement for a three-year demonstration project to determine the effectiveness of child support assurance as an alternative to, and exit from, welfare]**

   Resolution authorizing the Department of Human Services and the District Attorney's Family Support Bureau to enter into an agreement with the California Department of Social Services for a three-year demonstration project to determine the effectiveness of child support assurance as an alternative to, and exit from, welfare. (Department of Human Services)

   10/28/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

3. **991969** **[Street Artist Holiday Selling Spaces]**

   Supervisor Teng

   Resolution designating temporary selling spaces in the Downtown area and at Harvey Milk Plaza for street artists certified by the Art Commission, City and County of San Francisco, for the winter holiday season, 1999, beginning on November 15, 1999 and ending on January 15, 2000.

   10/18/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

4. **990494** **[Fair Housing Implementation Ordinance, Administrative Code]**

   Supervisors Teng, Bierman

   Ordinance amending Administrative Code by adding Chapter 87, Sections 87.1 through 87.11, to describe federal, state and local fair housing laws which protect certain classes of individuals from housing discrimination that may occur through zoning laws, land use authorizations, funding decisions and other activities of local government; and to require and facilitate local compliance with such laws and promote housing opportunities for residents of San Francisco.

   (Adds Chapter 87, Sections 87.1 through 87.11.)

   3/15/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/14/1999.

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5. 990495 **[Fair Housing Requirements for Conditional Uses, Planning Code]**

Supervisors Teng, Bierman

Ordinance amending Planning Code, Article 3, Section 303 to provide that, in considering applications for conditional uses for "dwellings" in which "protected class members" (each as defined in Administrative Code Chapter 87) are likely to reside, the Planning Commission shall comply with the requirements of Chapter 87 of the Administrative Code.

(Amends Section 303.)

3/15/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/14/1999. 6/16/99 - From Planning Commission Resolution No. 14839 adopted June 10, 1999 recommending the proposed amendment. Certification of Exemption dated May 20, 1999.

6. 990496 **[Fair Housing Requirements for Variances, Planning Code]**

Supervisors Teng, Bierman

Ordinance amending Planning Code, Article 3, Section 305 to provide that, in considering applications for variances for "dwellings" in which "protected class members" (each as defined in Administrative Code Chapter 87) are likely to reside, the Zoning Administrator and the Board of Appeals shall comply with the requirements of Chapter 87 of the Administrative Code.

(Amends Section 305.)

3/15/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/14/1999. 6/16/99 - From Planning Commission Resolution No. 14839 adopted June 10, 1999 recommending the proposed amendment. Certification of Exemption dated May 20, 1999.

7. 990497 **[Fair Housing Requirements for Board of Appeals, Municipal Code Part III]**

Supervisors Teng, Bierman

Ordinance amending Municipal Code, Part III, by amending Section 8 to provide that in considering appeals related to "dwellings" in which "protected class members" (each as defined in Administrative Code Chapter 87) are likely to reside, the Board of Appeals shall comply with the requirements of Chapter 87 of the Administrative Code.

(Amends Section 8.)

3/15/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/14/1999.

8. 990498 **[Fair Housing Requirements for Permits, Municipal Code Part III]**

Supervisors Teng, Bierman

Ordinance amending Municipal Code, Part III, by amending Section 26 to provide that in granting, denying, revoking or refusing to revoke any permit related to "dwellings" in which "protected class members" (each as defined in San Francisco Administrative Code Chapter 87) are likely to reside, the granting or revoking power shall comply with the requirements of Chapter 87 of the Administrative Code.

(Amends Section 26.)

3/15/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/14/1999.

9. 990499 **[Fair Housing Requirements for Subdivision Approvals]**

Supervisors Teng, Bierman

Ordinance amending Subdivision Code by adding Section 1302A to provide that all decisions made regarding the control and approval of subdivision developments containing "dwellings" in which "protected class members" (each as defined in San Francisco Administrative Code Chapter 87) are likely to reside, the applicable City department or official shall comply with the requirements of Chapter 87 of the Administrative Code.

(Adds Section 1302A.)

3/15/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/14/1999.

10. 990500 **[Fair Housing Requirements for Permits, Public Works Code]**

Supervisors Teng, Bierman

Ordinance amending Public Works Code by adding Article 1, Section 1 to provide that in issuing permits for "dwellings" in which "protected class members" (each as defined in Administrative Code Chapter 87) are likely to reside, the Department of Public Works shall comply with the requirements of Chapter 87 of the Administrative Code.

(Adds Article 1, Section 1.)

3/15/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/14/1999.

11. 990501 **[Fair Housing Requirements for Permits, Building Code]**

Supervisors Teng, Bierman

Ordinance amending Building Code by adding Section 106.1 to provide that, in issuing permits for "dwellings" in which "protected class members" (each as defined in Administrative Code Chapter 87) are likely to reside, the Department of Building Inspection shall comply with the requirements of Chapter 87 of the Administrative Code.

(Adds Section 106.1.)

3/15/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 4/14/1999.

SPECIAL ORDER - 11:00 A.M.

12. 992049 **[Building and Housing Codes]**

Supervisor Teng

Ordinance amending Building Code Section 105.2.8.4 to reinstate the language of the 1995 San Francisco Building Code regarding homeowner's financial qualifications for moratorium on abatement action using updated section reference number; amending Housing Code Section 401 to reinstate item number 11 deleted in error from the definition of "nuisance" and to make a nonsubstantive editorial correction, by amending Section 909 to correct incomplete code section references and to correct typographical error; amending Sections 909 and 910 regarding smoke and heat detectors and alarm system by reinstating the language of the 1995 San Francisco Housing Code to require these items for certain existing buildings containing five or more dwelling units.

(Amends Building Code Section 105.2.8.4; amends Housing Code Sections 401, 909 and 910.)

11/1/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee. With request it be considered at the November 9, 1999 meeting.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

NOTE:
Pursuant to Government Code Section 65009, the following notice is hereby given: if you challenge, in court, the general plan amendments or planning code and zoning map amendments described above, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Board of Supervisors at, or prior to, the public hearing.

LEGISLATION UNDER THE 30-DAY RULE

Rule 5.43 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

992047 **[Equal Access to Services Act]**
Supervisors Teng, Becerril, Yaki, Bierman
Draft ordinance amending Administrative Code by adding Chapter 89 to require City departments to offer bilingual services and materials if a substantial portion of the public utilizing their services does not speak English effectively because it is not their primary language.

(Adds Sections 89.1 through 89.13.)

11/1/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 12/2/1999.

Watch future agendas for matters.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

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HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

IMPORTANT HEARING NOTICE!!!

Bill Lynch
Govt Information Ctr
41 Library
100 Larkin Street

Public Library,Gov't Info. Ctr., 5th Flr.
Attn: *Susan Hom*

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CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

November 5, 1999

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: November 9, 1999 Housing and Social Policy Committee Meeting

Item 1 – File 99-2025

Department:	Mayor's Office of Community Development
Item:	Resolution authorizing the Mayor's Office of Community Development to retroactively apply for, accept and expend a grant in the amount of $625,000 from the U.S. Department of Labor for a project entitled Mission Accomplish for approximately 12-months from October 1, 1999 through September 30, 2000.
Grant Amount:	$625,000
Grant Period:	October 1, 1999 through September 30, 2000 (12 months)
Source of Funds:	U.S. Department of Labor's Employment and Training Administration (ETA)
Description:	The proposed resolution would authorize the Mayor's Office of Community Development to retroactively apply for, accept and expend a grant in the amount of $625,000 from the U.S. Department of Labor's Employment and Training Administration (ETA) for a project entitled Mission Accomplish. Mission Accomplish seeks to extend

school-to-work opportunities to approximately 800 youth who have dropped out of school or are at-risk of dropping out of school in the Mission District by connecting them with potential employers and community-based organizations serving youth in the City.

Mr. Gene Coleman of the Mayor's Office of Community Development (MOCD) states the Every Child Can Learn Foundation, a non-profit organization, currently sponsors the School-to-Work Partnership, which is a collaborative effort among the Mayor's Office, the San Francisco Unified School District, employers, labor and community-based organizations to provide school-to-work opportunities for at-risk youth throughout San Francisco.

Mr. Coleman states that the MOCD intends to use $562,500 of the proposed grant funds of $625,000 to award a contract for the implementation of Mission Accomplish to the Every Child Can Learn Foundation on a sole source basis because (a) the funding agency required the MOCD to identify a project coordinator in the grant application prior to the award of the grant and (b) the Every Child Can Learn Foundation, through the School-to-Work Partnership, has been historically successful in connecting at-risk youth with potential employers and community-based organizations serving at-risk youth in the City. Mr. Coleman states that the remaining 10 percent or $62,500 of the $625,000 in grant funds would be used to fund the City's indirect costs associated with administering the proposed grant.

Budget:

Attachment I, provided by the Every Child Can Learn Foundation, contains the budget details to support the expenditure of $625,000 in grant funds for Mission Accomplish.

The Every Child Can Learn Foundation intends to (a) hire a Program/Operations Manager to coordinate Mission Accomplish, (b) subcontract with various community-based organizations and schools to outreach at-risk youth in the Mission District area and connect them with potential employers, (c) fund various college-based job training programs in the City and (d) provide stipends to students involved in peer counseling/tutoring

and professional development training for teachers participating in Mission Accomplish.

Required Match: None

Indirect Costs: $62,500

Comments:

1. As noted above, the proposed resolution authorizes the Mayor's Office of Community Development to retroactively apply for, accept and expend the subject grant. However, in accordance with Chapter 10, Section 10.170 of the Administrative Code, an application for a Federal, State or other grant must be filed on behalf of City department upon approval by the department head and does not require subsequent approval by the Board of Supervisors. Therefore, the proposed resolution should be amended to delete reference to retroactivity with respect to application for the proposed grant funds. In addition, according to Mr. Coleman, the Mayor's Office of Community Development has neither accepted nor expended the proposed grant funds. Therefore, the proposed resolution should be amended to delete reference to retroactivity with respect to the acceptance and expenditure of the subject grant.

2. Attachment II, provided by the Mayor's Office of Community Development, is the Grant Application Information Form.

3. The Grant Application Information Form (Attachment II) shows that the amount to be spent on contractual services is $612,500. However, as noted above, the actual amount to be spent on contractual services is $562,500, or $50,000 less than the reported amount of $612,500.

4. The Mayor's Office of Community Development has prepared a Disability Checklist for the proposed grant funds, which is on file with the Clerk of the Board of Supervisors.

Recommendation: In accordance with Comment No. 1, amend the proposed resolution to delete reference to retroactivity with respect to application for, acceptance and expenditure of the subject grant and approved the proposed resolution as amended.

UROG BUDGET (in Dollars)

Personnel (Base Salary plus Fringe)

Program/Operations Manager Salary	45,000
Fringe @ 20%	9,000
Total	54,000

Travel 1,000

Equipment 10,000

Supplies 30,750

Contractors/Consultants/Full Time Equivalents (FTE)

Curriculum Development, Outreach, Teachers & Counselors

Outreach Counselor			RAP	1 FTE	40,000
Outreach Counselor			Mission	1 FTE	40,000
Outreach Counselor			Phoenix	1 FTE	40,000
Job Specialist (JAG)			CCS	2 FTE	80,000
Teacher	Pathway Development		Mission	1 FTE	35,000
Teacher	Work Readiness	RAP/	Phoenix	1FTE	35,000
Teacher	Curriculum Integration	Horace Mann/	Everett	0.5 FTE	17,500
Teacher	Curriculum Integration	Sanchez/	Cesar Chavez	0.5 FTE	17,500
Faculty	Pathway Development		CCSF	1 FTE	45,000
Teacher	Pathway Development		Digit Mission	.4 FTE	17,500
					367,500

OTHER

Support to Implementation of COLLEGE EDGE	13,900
JAG training	6,000
Career Association Expenses (JAG)	10,000
Evaluation & Dissemination	15,000
	44,900

Total Direct Costs 508,150

Indirect Costs 62,500

Training Costs/Stipends

Student Involvement: Peer Counseling & Tutoring	20,000
Junior Acheivement Curriculum Development and Assistance	24,000
Professional Development/Release Time – Teachers and Counselors	
390 hours available for Prof. Devel. and release time @ $23/hr	10,350
	54,350

Total Funds Requested **625,000**

Note: Bold Type represents Revisions 625000

File Number:_____

Grant Application Information Form

To: The Board of Supervisors
Attn: Clerk of the Board

The following describes the grant referred to in the accompanying resolution.

Department: Mayor's Office of Community Development
Contact Person: Pamela H. David, Director **Telephone**: 252-3150
Project Title: Mission Accomplish
Grant Source Agency: U.S. Department of Labor
Type of Funds: Federal

Proposed New Grant Project Summary: "Mission Accomplish" is an Enterprise Community School-to-Work collaboration located in the Mission District. This program is designed to develop and/or strengthen existing programs that prepare at-risk youth for success in school and in the workplace. Key partners include the Mayor's Office, the San Francisco Chamber of Commerce, San Francisco Unified School District, City College of San Francisco, San Francisco Labor Council, San Francisco State University, employers, Arriba Juntos, Mission Hiring Hall, and Instituto Familiar de la Raza.

Amount of Grant Funding Applied for: $625,000.
Maximum Funding Amount Available: $625,000
Required Matching Funds: No
Number of new positions created and funded: 0
Are indirect costs eligible costs for this grant: Yes Indirect Cost Amount: $62,500
Amount to be spent on contractual services: $612,500
Will contractual services be put out to bid? No.
Will contract services help to further the goals of the department's MBE/WBE requirements? Contract will be with 501(C) 3 specifically established to coordinate work of key program partners.
Is this likely to be a one-time or ongoing request for contracting out? There is a possibility of additional program funding for over a three year period.
Term of Grant: Start-Date: October 1, 1999 End-Date: September 30, 2000
Date Department Notified of Available Funds: September 30, 1999
Grant Application Due Date: November 15 1999.
Grant Funding Guidelines and Options

Department Head Approval: _____

Item 2 – File 99-2036

Department: Department of Human Services (DHS)
District Attorney

Item: Resolution authorizing the Department of Human Services (DHS) and the District Attorney's Family Support Bureau (FSB) to enter into an agreement with the California Department of Social Services for a three-year demonstration project designed to determine the effectiveness of Child Support Assurance as an alternative to, and exit from, traditional welfare programs such as CalWORKS and Food Stamps. Ms. Deborah Taylor of DHS states that Child Support Assurance is a social service model that provides the custodial parent[1] of a child with (a) Child Support Assurance benefits in lieu of existing CalWorks welfare benefits and (b) job and career services to facilitate their exit from traditional welfare programs.

Description: On August 11, 1997, the Legislature approved AB 1542 to amend the State's Welfare and Institutions Code to authorize counties to implement Child Support Assurance (CSA) projects. The State Department of Social Services subsequently issued a Request for Proposals for CSA projects throughout the State and selected a proposal, submitted by San Francisco's Department of Human Services (DHS) and the District Attorney's Family Support Bureau (FSB), for a CSA project in San Francisco.

The proposed resolution would authorize the Director of the Department of Human Services and the District Attorney to enter into an agreement with the California Department of Social Services for a three-year demonstration project designed to determine the effectiveness of Child Support Assurance (CSA) as an alternative to, and exit from, tradition welfare programs such as CalWORKS and Food Stamps.

[1] According to the FSB, a custodial parent is a biological parent of a child, who maintains custody of the child. Although the non-custodial parent of a child does not have custody of the child, he or she has an obligation to provide Child Support to the custodial parent of the child.

The proposed three-year demonstration project is a collaboration between the Department of Human Services and the District Attorney's Family Support Bureau to provide Child Support Assurance benefits in lieu of existing CalWorks welfare benefits to approximately 300 low-income families with children in San Francisco from January 1, 2000 through December 31, 2003.

Under the proposed project, the DHS issued Child Support Assurance benefits would consist of the following two components:

(1) A base benefit amount determined by a formula that considers family size and monthly income earnings. Attachment I is a table, provided by Ms. Taylor, showing that the base benefit amounts for a three-person family would range from $7 to $496 per month depending on the family's monthly income. This base benefit amount would be entirely funded from the State's annual allocation of CalWORKS funds to the City, according to Ms. Taylor. By way of comparison, Attachment I also shows that current CalWORKS welfare benefits to a three-person family range from $38 to $489 per month. Under the proposed project, the custodial parent of a child may earn up to 200% of the Federal Poverty Level ($27,760 for a three-person family in 1999) and still remain eligible for Child Support Assurance. Under the current CalWORKS welfare system, the custodial parent of a child may earn up to 134% of the Federal Poverty Level (approximately $18,599 for a three-person family in 1999). As a result, any custodial parent of a child that earns more than 134% of the Federal Poverty Level is ineligible to receive welfare benefits under the CalWORKS system. Ms. Taylor states that the proposed project would encourage the custodial parent of a child to increase his or her income without regard to the earning restriction currently imposed by the CalWORKS system.

(2) An additional 50 percent of any Child Support payment made by the non-custodial parent each month to the custodial parent and children participating in the proposed project. Mr. Milton

Hyams of the Family Support Bureau states that the FSB would use the other 50 percent of the Child Support payment to continue to partially offset the cost of enforcing the non-custodial parents' obligation to provide Child Support payments. Under the current FSB Child Support system, the custodial parent of a child receives only the first $50 of any Child Support payment made by the non-custodial parent each month. Mr. Hyams states that the proposed project would encourage non-custodial parents to pay Child Support since custodial parents and children would receive a greater portion of the Child Support than under the current FSB system.

According to Ms. Taylor, Child Support Assistance participants must (a) be currently eligible for CalWORKS welfare benefits, (b) work at least 20 hours per week and (c) possess a valid court order that authorizes the FSB to collect Child Support on their behalf and (d) volunteer to participate in the proposed project. Ms. Taylor advises that CSA participants would be exempt from the current 24-month time limit for CalWORKS eligibility during the period that they participate in the proposed project.

Comments:

1. Ms. Taylor states that the Department of Human Services intends to use existing departmental personnel and resources to provide job retention and career advancement services to CSA participants. Therefore, Ms. Taylor states that there would be no additional fiscal impact to DHS as a result implementing the proposed resolution.

2. Mr. Hyams states that in order to implement the proposed project, the Family Support Bureau intends to hire one new FTE Class 8158 Family Support Investigator to manage the Child Support Assurance caseload and to collect Child Support from the non-custodial parents for Child Support Assurance participants. Mr. Hyams also states that this new position would be entirely funded by existing Federal and State grants previously approved by the Board of Supervisors for the FSB. Attachment II, provided by Mr. Hyams, contains a description, total budget and all funding sources, totaling $65,343, for the new proposed

position. According to Mr. Hyams, the new position would be hired on approximately July 1, 2000 and be terminated when the three-year demonstration project expires on December 31, 2003.

3. As shown in Attachment III, provided by Ms. Taylor, Ms. Taylor estimates that Child Support Assurance benefits, net of Child Support collections, for 300 families participating in the proposed project would total $1,609,200 per year, or $4,827,600 over the three-year project period from January 1, 2000 through December 31, 2003. As previously noted, all such benefits would be funded from the State's annual allocation of CalWORKS funds to the City.

Recommendation: Approve the proposed resolution.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
President Ammiano
Supervisor Brown
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Yaki
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

CSA HOUSEHOLD: Single Parent-2 Minor Children						
Monthly Earnings	Monthly Net	EITC	MAX CSA Benefit	*Benefit Reduction*	CSA Base Benefit	CSA Mo Inc
$498	$460	$101	$496	*$0*	*$496*	$1,057
$600	$554	$115	$496	*$10*	*$486*	$1,155
$700	$646	$115	$496	*$20*	*$476*	$1,237
$800	$739	$115	$496	*$30*	*$466*	$1,320
$900	$831	$115	$496	*$40*	*$456*	$1,402
$1,000	$924	$115	$496	*$50*	*$446*	$1,485
$1,100	$1,016	$109	$496	*$60*	*$436*	$1,561
$1,200	$1,108	$100	$496	*$82*	*$414*	$1,622
$1,300	$1,201	$90	$496	*$119*	*$377*	$1,668
$1,400	$1,293	$80	$496	*$156*	*$340*	$1,713
$1,500	$1,385	$71	$496	*$193*	*$303*	$1,759
$1,600	$1,478	$61	$496	*$230*	*$266*	$1,805
$1,700	$1,570	$52	$496	*$267*	*$229*	$1,851
$1,800	$1,661	$42	$496	*$304*	*$192*	$1,895
$1,900	$1,752	$32	$496	*$341*	*$155*	$1,939
$2,000	$1,841	$23	$496	*$378*	*$118*	$1,982
$2,100	$1,932	$13	$496	*$415*	*$81*	$2,026
$2,200	$2,022	$4	$496	*$452*	*$44*	$2,070
$2,300	$2,112	$0	$496	*$489*	*$7*	$2,119

100% of the Federal Poverty Level = $1,157

CalWORKS HOUSEHOLD: Single Parent-2 Minor Children						
Monthly Earnings	Monthly Net	EITC	Tax CalWORK Grant	*Grant Rededuction*	*CalWORKs Grant to famil*	CalWORKs Mo Inc
$498	$460	$101	$626	*$137*	*$489*	$1,050
$600	$554	$115	$626	*$188*	*$438*	$1,107
$700	$646	$115	$626	*$238*	*$388*	$1,149
$800	$739	$115	$626	*$288*	*$338*	$1,192
$900	$831	$115	$626	*$338*	*$288*	$1,234
$1,000	$924	$115	$626	*$388*	*$238*	$1,277
$1,100	$1,016	$109	$626	*$438*	*$188*	$1,313
$1,200	$1,108	$100	$626	*$488*	*$138*	$1,346
$1,300	$1,201	$90	$626	*$538*	*$88*	$1,379
$1,400	$1,293	$80	$626	*$588*	*$38*	$1,411

Attachment II

Child Support Assurance Demonstration Project
Family Support Bureau
Budget Assumptions

Narrative: San Francisco's CSA Demonstration Project will involve enhanced child support enforcement services for all families who will be receiving Child Support Assurance benefits. The anticipated peak child support enforcement caseload in this group will be from 300 to 500 current and former Child Support Assurance cases. This project will require one additional Support Investigator (8158) who will be assigned this caseload as a special project. Child support enforcement services in this caseload will be offered at an off-site service center in conjunction with and co-located with the CSA eligibility services. At this time this site is anticipated to be Bayview-Hunters Point DHS Service Center. In addition to handling the CSA caseload, we anticipate that the Investigator assigned to this Service Center will also be able to coordinate the Non-Custodial Parent Employment and Training Demonstration Project cases with parents residing in the service area of that Center.

Barring unanticipated developments, all other costs for the CSA Project should be met out of existing appropriations.

Project Cost Projections

1 Support Investigator (8158)

Salary (Step 5)	$ 52,696
Fringe Benefits (24%)	12,647
Total Cost	$ 65,343

Funding/Revenue Projections for Position

Federal Administrative Funding (FFP) (66%)	$ 43,126
Federal Incentives	11,254
State Incentives/Funding	10,963
Total Revenue	$ 65,343

The foregoing costs were budgeted at current salary and fringe levels even though the position should commence with the 2000-2001 budget. For planning purposes, a cost of living increase in the above costs and revenue projections of 5% should be anticipated for each of the three years of the project.

TO: GABE CABRERA
FROM: DEBBIE TAYLOR
DATE: 11/4/99
RE: GRANT COSTS FOR CSA PROJECT

revised

AVERAGE CSA ELIGIBLE FAMILY:

1 SINGLE PARENT & 2 CHILDREN WITH EARNINGS OF $800/MO, NON-CUSTODIAL PARENT IS PAYING AN AVERAGE OF $38 PER CASE.

IF CHILD SUPPORT PAYMENTS ARE MADE THE CSA FAMILY IS ENTITLED TO 50% OF ANY CURRENT SUPPORT COLLECTED IN THE PRIOR MONTH IN ADDITIONAL TO THE CSA BASE PAYMENT, HOWEVER, A CALWORKS FAMILY IS ONLY ENTITLED TO THE FIRST $50 OF THE CHILD SUPPORT PAYMENT. A REVIEW OF THE 1998 COLLECTION STATS FOR SAN FRANCISC FSB SHOWED THAT AN AVERAGE MONTHLY AMOUNT OF $38 PER CHILD WAS COLLECTED O WELFARE CASES.

IF THIS FIGURE IS APPLICABLE TO ALL CSA CASES (AND IT MAY NOT BE A VALID COMPARISC THEN THE AVERAGE COLLECTION ON THESE CASES WOULD BE $38 PER MONTH PER CASE. HALF OF THIS AMOUNT ($19.00) WOULD OFFSET THE CSA GRANT COST. SO, IN EFFECT THE TRUE CSA GRANT AMOUNT IS $447.

- AVERAGE CSA GRANT PER FAMILLY = $466 MO - CHILD SUPPORT COLLECTION OFFSET O $19 EQUALS = AVERAGE CSA GRANT PER MONTH OF $447 X 300 FAMILIES X 12 MO = $1.609.200 PER YEAR CSA GRANT COSTS.

City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Tuesday, November 16, 1999 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

1. 992071 **[Agreement with the State Department of Social Services to participate in the State's Child Welfare Waiver Demonstration Project and to use funds for innovative service provisions to reduce out-of-home placements and/or divert children to family settings]**

Resolution authorizing retroactively a Memorandum of Understanding between the City and County of San Francisco and the California Department of Social Services for participation by the City and County of San Francisco, Department of Human Services in the Intensive Services Component of the State's Child Welfare Waiver Demonstration Project and authorizing Will Lightbourne to execute agreement. (Department of Human Services)

11/3/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 991829 **[To establish a Children and Families First Department to be managed by the Children and Families First Commission]**

Supervisor Teng

Ordinance amending Administrative Code Section 86.1 to establish a Children and Families First Department and require the Children and Families First Commission and Department of Children, Youth and Their Families (DCYF) to enter into a memorandum of understanding setting forth the administrative services DCYF will provide for the Commission and Department; by amending Section 86.2 to authorize the Commission to hire an executive director and additional staff if permitted by the budget; and by amending Section 86.3 to correct drafting errors.

(Amends Sections 86.1, 86.2 and 86.3.)

9/27/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 10/27/1999.

3. 991998 **[Tour Bus Restriction on a portion of 6th Avenue between Lincoln Way and Kirkham Street]**

Ordinance amending Police Code by adding Section 1183.30, establishing a tour bus restriction on a portion of 6th Avenue. (Department of Parking and Traffic)

10/26/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

4. 991845 **[Taxi Service Rates Review]**

Supervisors Newsom, Ammiano

Hearing to review the rates of taxi service (pursuant to Police Code Section 1137).

9/27/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee. The Board must review taxi rates by December 1, 1999.

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5. 991610 **[New Year's Eve 1999 Events in San Francisco]**

Supervisor Yaki

Hearing to consider what major events are planned for New Year's Eve/Millennium celebrations in San Francisco and what precautions the Police Department and other City departments are taking to ensure the safety and well being of people participating in these events.

8/16/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

Rule 5.43 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

992047 **[Equal Access to Services Act]**

Supervisors Teng, Becerril, Yaki, Bierman

Draft ordinance amending Administrative Code by adding Chapter 89 to require City departments to offer bilingual services and materials if a substantial portion of the public utilizing their services does not speak English effectively because it is not their primary language.

(Adds Sections 89.1 through 89.13.)

11/1/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 12/2/1999.

Watch future agendas for matters.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requests are made by 4:00 p.m. of the Friday before the Board meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda, contact Annette Lonich at (415) 554-7706.

Following a meeting minutes are available in alternative formats. Contact Marie McKechnie at (415) 554-7722.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force at 554-6171.

HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

IMPORTANT HEARING NOTICE!!!

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BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

November 12, 1999

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: November 16, 1999 Housing and Social Policy Committee Meeting

Item 1 – File 99-2071

Department: Department of Human Services (DHS)

Items: Resolution authorizing retroactively a Memorandum of Understanding (MOU) between the City and County of San Francisco and the California Department of Social Services for participation by DHS in the Intensive Services Component of the State's Child Welfare Waiver Demonstration Project, and authorizing the Director of the DHS to execute the agreement.

Description: The proposed resolution would authorize retroactively a MOU between DHS and the California Department of Social Services effective for a five-year period from December 29, 1998 through November 30, 2003. The MOU would allow DHS to participate in the Intensive Services Component of the State's Child Welfare Waiver Demonstration Project. Under the terms of the MOU, 85 percent of the costs for the program are to be paid with State and Federal monies and 15 percent are to be paid by the City.

According to Mr. Joseph Huang of DHS, under the Intensive Services Component, participating counties are permitted to use State and Federal funds for innovative service provisions necessary to reduce out-of-home placements of children and/ or divert children in out-of-home placement to less restrictive and more permanent family settings.

Comments:

1. Mr. Huang advises that contractors were selected and the Intensive Services Component program was begun in August of 1999, thereby resulting in the necessity for this resolution to authorize retroactive actions. According to Mr. Huang, the reason that this resolution is retroactive to December 29, 1998 is because that is when DHS received approval from the State to implement the Intensive Services Component project.

2. The Board of Supervisors previously appropriated $52,960,215 for foster care payments in DHS's FY 1999-2000 budget. According to Mr. Huang, $1,623,191 of the $52,960,215 are to be used for the subject Intensive Services Component project in FY 1999-2000. Mr. Huang reports that the majority of this amount is for a contract with the San Francisco League of Urban Gardeners, a non-profit agency, for mentoring and hotline services. Of the $1,623,191, 85 percent ($1,379,712) is funded by Federal and State monies and 15 percent ($243,479) is from the City's General Fund, as mandated by the subject MOU.

Recommendation: Approve the proposed resolution.

Item 2 – File 99-1829

Department: Children and Families First Commission
Department and Children, Youth and their Families (DCYF)

Item: Ordinance amending Chapter 86, Part One of the San Francisco Municipal Code (Administrative Code) by (1) amending Section 86.1 to establish the Children and Families First Department (the "Department") and require the existing Children and Families First Commission (the "Commission") and the existing Department of Children, Youth and their Families (DCYF) to enter into a Memorandum of Understanding (MOU) setting forth the office space and administrative support services that DCYF will provide to both the new Department and the existing Commission; (2) amending Section 86.2 to authorize the existing Children and Families First Commission to hire an Executive Director and additional staff for the new Children and Families First Department; and (3) amending Section 86.3 to make non-substantive clarifying revisions.

Description: The California Children and Families First Act of 1998 (the "Act") was approved by the voters of California on November 3, 1998 (Proposition 10). Briefly, in accordance with this Act, the State of California will allocate to counties 80 percent of revenues collected from a $0.50 per pack increase in the State Surtax on cigarettes and an equivalent increase in the State Surtax on tobacco products in order to fund County programs designed to enhance the early development of children from the prenatal state to five years of age in each county.

As a condition of receiving Proposition 10 Sales Tax funds, the Board of Supervisors approved an ordinance (File No. 98-2046) amending Chapter 10, Part I of the San Francisco Municipal Code (Administrative Code) to create a San Francisco Children and Families First Trust Fund, and amending the Administrative Code by adding Chapter 86 to (a) establish the San Francisco Children and Families First Commission (the "Commission") to administer the trust fund and (b) require the Commission to adopt a San Francisco Strategic Plan to promote,

support and improve the early development of children from the prenatal state to five years of age.

The existing Children and Families First Commission consists of nine members in accordance with the terms of the Act, including one member of the Board of Supervisors; one representative from each of the following City departments: (1) the Department of Children, Youth and their Families, (2) the Department of Public Health (DPH), (3) the Department of Human Services (DHS); and five additional individuals appointed by the Board of Supervisors from applicants in related fields.

The proposed ordinance would amend Chapter 86 of the Administrative Code to establish the Children and Families First Department (the "Department"), a new City department. According to Ms. Deborah Alvarez-Rodriguez, Director of the existing Department of Children, Youth and their Families (DCYF) and member of the existing Children and Families First Commission, the new proposed Department would assist the Commission to develop the San Francisco County Strategic Plan to promote, support and improve the early development of children from the prenatal stage to five years of age. In addition, Ms. Alvarez-Rodriguez states that the new proposed Department would be responsible for implementing all of the proposed programs, services and projects to be included in the strategic plan to enhance the early development of children in San Francisco.

Attachment I, provided by Ms. Alvarez-Rodriguez, compares the functions and budget of the existing Department of Children, Youth and their Families with those of the new proposed Children and Families First Department.

The proposed ordinance requires the existing Department of Children, Youth and their Families to enter into a Memorandum of Understanding (MOU) with the Children and Families First Commission for DCYF to provide office space and administrative support services to the Children and Families First Commission and the new proposed Children and Families First Department.

The proposed ordinance would also amend Chapter 86 of the Administrative Code to authorize the Children and Families First Commission to appoint and remove at its pleasure an Executive Director to manage the new proposed Children and Families First Department. This Executive Director position would be entirely funded from the State's annual allocation of Proposition 10 Sales Tax monies to the Commission, according to Ms. Alvarez-Rodriguez. Ms. Alvarez-Rodriguez reports that in September of 1999, the State allocated $104,585 in Proposition 10 Sales Tax monies to the Commission to fund preliminary expenses toward the development of a San Francisco County Strategic Plan.

Ms. Alvarez-Rodriguez reports that the Commission intends to use $49,456 of the $104,585 in previously allocated Proposition 10 Sales Tax monies to fund the salary and fringe benefits of the Executive Director position for the new proposed Department for the 6-month period of January 1, 2000 through June 30, 2000. The Commission also plans to use $20,000 in previously allocated Proposition 10 Sales Tax monies of $104,585 to award a contract for assistance with its development of the strategic plan to Ansible Consulting, a private firm, on a sole source basis, because (a) the DCYF is required to submit a strategic plan to the State by May 1, 2000, which does not allow enough time for the Department to conduct a Request for Proposals process and (b) Ansible Consulting has been proven its effectiveness in project development when collaborating with other City departments, such as the Department of Human Services and Department of Public Health, according to Ms. Alvarez-Rodriguez. Ms. Alvarez-Rodriguez states that the remaining $35,129 of the $104,585 in previously allocated Proposition 10 Sales Tax monies would be used to fund Administrative Costs associated with the development of a San Francisco County Strategic Plan.

Attachment II, provided by Ms. Alvarez-Rodriguez, contains a budget to support the expenditure of the $104,585 in previously allocated Proposition 10 Sales Tax funds by the State to the Commission for the San Francisco County Strategic Plan.

Ms. Alvarez-Rodriguez advises that although the proposed ordinance authorizes the Commission to hire other staff (in addition to an Executive Director) for the new proposed department, the Commission plans to hire only an Executive Director position for the Children and Families First Department. However, this legislation also authorizes the Executive Director to hire additional staff for the new proposed Department subject to the availability of Proposition 10 Sales Tax funds from the State and approval of the Children and Families First Commission. Ms. Amy Ackerman of the City Attorney's Office states that Proposition 10 Sales Tax funds would not be subject to appropriation approval by the Board of Supervisors, but under State law, can only be subject to the approval of the Children and Families First Commission.

Comments:

1. Ms. Alvarez-Rodriguez advises that in accordance with the current provisions of Chapter 86 of the Administrative Code, the existing DYCF already provides administrative support services to the Commission. Attachment III, provided by Ms. Alvarez-Rodriguez, contains a budget in the amount of $80,966 for these administrative support services, including $78,960 for Clerical, Staffing and Computer costs and $2,006 for other administrative costs. Ms. Alvarez-Rodriguez reports that these services are provided by the DCYF on an in-kind basis to the Commission and are included in the DCYF's FY 1999-2000 budget. Ms. Alvarez-Rodriguez states that currently the DCYF does not provide office space to the Commission because Commission members occupy space within their own respective City departments and organizations throughout the City. The Commission meets only once each month in a room provided by the Department of Public Health in its building located at 101 Grove Street, according to Ms. Alvarez-Rodriguez. Therefore, the DCYF would not need to provide office space to the Commission under the proposed MOU between the DCYF and the Commission, according to Ms. Alvarez-Rodriguez.

2. Ms. Alvarez-Rodriguez explains that because the specific terms of the proposed MOU between DCYF and the Commission have not yet been determined, she is

unable to provide additional information regarding the specific location or amount of office space and administrative support services to be provided by DCYF to the new proposed Department.

3. Ms. Alvarez-Rodriguez states that all of the costs related to the new proposed Department, including the costs of office space and administrative support services under the proposed MOU between DCYF and the Commission, would be entirely funded by the State's annual allocations of Proposition 10 Sales Tax monies from tobacco sales in San Francisco. As shown in Attachment I, in September of 1999, the Commission received approximately $5.7 million of Proposition 10 Sales Tax monies from tobacco sales for the Department's programs, services and projects in FY 1999-2000.

Recommendation: Approve the proposed ordinance.

DEPARTMENT OF CHILDREN,
YOUTH AND THEIR FAMILIES

DEBORAH ALVAREZ-RODRIGUEZ
DIRECTOR

WILLIE L. BROWN, JR.
MAYOR

MEMORANDUM

To: Gabriel Cabrera

Through: Deborah Alvarez-Rodriguez

From: Ellen Dektar

Date: November 10, 1999

Subject: San Francisco Children and Families Commission

1) Comparison of Functions of DCYF and Children and Families Commission

MANDATE:	MANDATE:
To bring together parents, neighborhoods, city leaders and agencies, the school district, the business community and community service organizations to promote the healthy development of San Francisco's children. DCYF administers the Children's Fund, established by Proposition J, the 1991 Children's Amendment Legislation. Monies in the children's fund are to be used solely to provide expanded services for children, with some qualifications. Through city wide policy and funding initiatives totaling over $24 million, DCYF serves over 55,000 children, youth and adults each year with programs that target service such as mental and physical health, legal services, parenting, recreation and arts, counseling and referrals, cultural awareness and employment.	To promote, support and improve the early development of children from the prenatal stage to five years of age and to carry out the provisions of the California Children and Families First Act of 1998. The Commission oversees strategic planning around and expenditures for the local Children and Families Trust Fund, which resulted from Proposition 10 of 1998.

BUDGET (99-00):		BUDGET:
Children's Fund General Fund	$18,337,713 $ 7.443.636 $25,781,349	Unknown. Depends on state allocation and Commissioner approval of Budget. Revenue: $104,585.00 from State for technical assistance was received in June, 1999. As of September, 1999, the State had disbursed $5,670,067.79 to San Francisco which is accruing interest in the Special Fund. The tax was imposed on January 1, 1999. The annualized revenue is anticipated to be $8,756,176.38 based on San Francisco's percentage of live births.

Please note: specific language in state law (Section 30131.4) specifies that Children and Families funds not be used to supplant current county efforts, and there is an audit requirement to prove this.

DEPARTMENT OF CHILDREN,
YOUTH AND THEIR FAMILIES

DEBORAH ALVAREZ-RODRIGUEZ
DIRECTOR

WILLIE L. BROWN, JR.
MAYOR

2) Budget for $104,000 in State Technical Assistance Money:

FY 99-00 Salaries *	$40,872
Fringe Benefits	$ 8,584
City Contracts	$20,000
Other Administrative Costs	$35,129
TOTAL	$104,585

- 1373 at highest step, for half of a fiscal year, plus 21% fringe benefits for half of a fiscal year

DEPARTMENT OF CHILDREN,
YOUTH AND THEIR FAMILIES

DEBORAH ALVAREZ-RODRIGUEZ
DIRECTOR

WILLIE L. BROWN, JR.
MAYOR

3) Estimated DCYF Expenditures to Date (11/3/99) on Commission*

Staff: (Clerical, Staffing, Computer)	$78,960
Other Administrative Costs	$ 2,006
TOTAL	**$80,966**

*DCYF is currently providing this in-kind

Item 4 – File 99-1845

1. This item is a hearing to consider a review of taxicab fare rates in the City. The Board of Supervisors approved Ordinance 188-98 in June of 1998, which amended Section 1137 of the Police Code, to require that the Board of Supervisors review taxicab fare rates between September 1 and December 1 of each odd-numbered year. In accordance with Section 1137, the Controller is to submit to the Board of Supervisors a recommendation for increases or decreases in the taxicab fare rates, based upon changes in the Consumer Price Index since the prior review of rates.

2. When the Board of Supervisors approved Ordinance 188-98, the Board also approved an increase in taxicab fare rates, which became effective in January of 1999. These existing rates, which were the first increase in taxicab fare rates since June of 1991, are as follows:

Flag Drop	$ 2.50 for first 1/6 mile
Rate per 1/6 Mile	$ 0.30
Traffic Delay and Waiting Time per Hour	$ 24.00 ($0.40 per minute)

3. On November 4, 1999, the Controller issued the attached report to the Board of Supervisors on the current rate structure for San Francisco taxicabs. This report provides information on (a) recent taxicab rate history, (b) estimated increase in taxicab operating costs, and (c) the taxicab fare rates related to Cost of Living data.

4. In his November 4, 1999 report, the Controller compared taxicab fare rates to the cost of living. Based on this comparison, the Controller has concluded that (a) the January, 1999 taxicab rate increase substantially offset cost increases to taxicab companies, as measured by Consumer Price Index (CPI) increases from July, 1991 through December, 1998, and (b) that such increases since January of 1999 were not sufficient to warrant an increase in all three components of taxicab fare rates. However, if the Board of Supervisors elects to increase fare rates, the Controller suggests an increase in the rate per mile from $1.80 per mile (equal to $0.30 per 1/6 mile) to $2.00 per mile (equal to $0.333 per 1/6 mile), an increase of 11.1 percent of the mileage component of the rate.

5. According to the Controller, the current rate structure has substantially offset increases in costs between June of 1991 and January of 1999. The CPI increased by approximately 20 percent during that period (from July of 1991 through December of 1998), and automobile ownership and operating expenses measured by the California State Automobile Association (CSAA) increased by approximately 18.8 percent. The January, 1999 taxicab fare rates increased the flag

drop rate by 47 percent and the waiting time rate by 33 percent, but did not increase the rate per mile. Due to these previous rate increases, taxicab fare revenues for inner-city trips increased by 22.5 percent and for long-distance trips increased by 3.6 percent.[1]

6. Since the January, 1999 taxicab fare rate increase, the CPI has increased by approximately 3.6 percent (from December of 1998 through August of 1999). However, California retail gasoline prices, as estimated by the U.S. Department of Energy, have increased by 22.1 percent. The Controller estimates that gasoline accounts for approximately one-half of operating costs. As noted above, the Controller does not believe that a taxicab fare rate increase is warranted in all three rate components. However, if the Board of Supervisors decides to approve a rate increase, the Controller suggests an 11.1 percent (one-half of 22.1 percent) increase in the rate charged per mile from $1.80 per mile, or $0.30 per 1/6 mile, to $2.00 per mile, or $0.333 per 1/6 mile.

7. According to the Controller, because of the particulars of taximeter calibrations, the proposed change in the taxicab fare rate per mile would require a change in mileage charges from $0.30 per 1/6 mile to $0.25 per 1/8 mile (equivalent to $0.333 per 1/6 mile or $2.00 per mile). The Controller states that the impact, in terms of overall percentage increase, of these changes is to increase the short trip fare by 4.6 percent and the longer trip fare by 10.2 percent.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
President Ammiano
Supervisor Brown
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Yaki
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

[1] According to the Controller, higher Flag Drop charges increase the cost of shorter inner-city trips and higher mileage charges increase the cost of longer distance trips.

TAXICAB REPORT

City and County of San Francisco

Office of the Controller

October, 1999

I - INTRODUCTION

This report has been prepared in accordance with Police Code Section 1137. This section requires the Controller to report to the Board of Supervisors the rates of fare for taxicabs on a biennial basis. The report contains recommendations for rate changes based upon the Consumer Price Index (CPI).

In January 1999, when the rate provisions of Ordinance #188-98 became operative, taxicab fare rates were raised for the first time since June 1991. We estimate that in the period between rate adjustments (that is, between June 1991 and January 1999) costs increased by approximately 20%. The new rates that went into effect in January 1999 increased fares by between 3.4% and 22.5%, depending on the length and characteristics of individual trips. Further, since January 1999 the CPI has increased by 3.6% for all Bay Area consumption and 3.8% for all Bay Area wages; and gasoline prices have increased by 22.1%.

II - BACKGROUND

Ordinance #188-98 set forth a series of taxicab industry changes which had the effect of:

- Increasing the number of taxicabs on the streets (through the permit process);
- Regulating "gate fees" or the amount drivers are charged by taxicab companies for the privilege of driving a cab during a particular shift; and
- Increasing the rate of charge to taxicab users.

Increased Number of Permits

The number of taxi permits increased from 981 in January 1998 to 1,281 in August 1999. Consistent with Ordinance #188-98, in January 1999, when the number of permits reached the specified level, the rate increase became effective.

Gate Fees Are Now Regulated

The ordinance also capped "Gate Fees" at $83.50 for a ten-hour or longer shift, and prorated the fee for shorter shifts. These fees were not regulated in the past. In the research for our January 1998 report we found that fees fluctuated between the high $80 range to as much as $100 per shift. To the extent that the new cap on gate fees has lowered operating costs of the driver, it may offset other operating cost increases. We have not attempted to quantify the impact of capping gate fees on operating cost.

San Francisco Taxicab Rates

The following chart shows the most recent change to the taxicab rate.

CHART A: Recent Taxicab Rate History

Effective	Flag	Mileage	Waiting Time
January 1999	$2.50 first 1/6 mile	$0.30 per 1/6 mile	$0.40 per minute
June 1991	$1.70 first 1/6 mile	$0.30 per 1/6 mile	$0.30 per minute
Percent of Change	47.1%	0.0%	33.3%

In our review of January 1998, we suggested that the components of the Taxi rate closely resemble the nature of automobile expenses. The flag drop can be seen as a recovery of *ownership* cost which is fixed regardless of the length or duration of the individual trip; and mileage and wait charges can be seen as a recovery of *operating* cost which is directly related to time and distance.

To determine whether the rate increase offset increased expenses during the two periods, it is essential to apply the rate to individual trips. The total rate of increase can vary widely depending on individual trips, as illustrated below.

CHART B: 1/99 Rate Increase by Trip Characteristics

	Flag (ownership)	Mileage (operating)	Waiting Time (operating)	Typical Trip Cost	Increase
Prior Rate (6/91)	$1.70	$0.30 per 1/6 mile	$0.30/minute		
Short Trip With Traffic	first 1/6 mile			$8.00	-----
Longer Trip With Less Traffic				$29.00	-----
Current Rate (1/99)	$2.50	$0.30 per 1/6 mile	$0.40/minute		
Short Trip With Traffic	first 1/6 mile			$9.80	22.5%
Longer Trip With Less Traffic				$30.00	3.4%

- The short trip is based on a two-mile trip with a ten-minute traffic delay; the longer trip is based on a fifteen-mile trip with two-minute delay. These trips vary somewhat from our 1/98 analysis following our discussions with the industry. We did not review waybills to determine an average or typical trip; instead, the difference in trips is intended to illustrate potential differences between widely varying trips such as an airport trip with little wait time versus a trip from the financial district to Fisherman's Wharf in heavy traffic.

III - ESTIMATED INCREASE IN COST - 7/91 to 12/98 and 1/99 to 8/99

CPI Data

During the periods from July 1991 to December 1998 (the period between the rate changes) and from January 1999, we examined changes in the San Francisco Bay Area component of the CPI for all prices and for wages. The United States Bureau of Labor Statistics data are as follows:

CHART C: CPI Changes for the San Francisco Region

Index Component	July, 1991	Dec, 1998	Percent Increase
All Urban Consumers	138.2	167.4	21.1%
Urban Wage Earners and Clerical Workers	136.4	163.7	20.0%
Index Component	**Dec, 1998**	**Aug, 1999**	**Percent Increase**
All Urban Consumers	167.4	173.5	3.6%
Urban Wage Earners and Clerical Workers	163.7	170.0	3.8%

California State Automobile Association (CSAA) Data

CSAA provides annual data on driving expenses. Costs are divided into two major types - operating and ownership. Operating costs are generated by vehicle usage (e.g., gas, oil, tires). Ownership costs are generally independent of miles driven; they include insurance, depreciation, and taxes.

Using CSAA numbers, we determined that vehicle costs could be stated in three different ways - the *total* increase, the *operating* increase, and the *ownership* increase. Over the period from June 1991 to December 1998 we calculated the increase in total cost at 18.8%, the increase in operating cost at 15.4%, and the increase in ownership costs at 20.9%.

In our January 1998 review we used these different measures for the purpose of comparing different costs with different rate components. We illustrated how the flag drop was related to ownership cost and how the mileage rate was related to operating cost. In terms of rate policy, economic incentives can be provided to promote the shorter trip by a higher increase in the flag drop, or the longer trip by a higher increase in mileage charges. Indeed, the January 1999 change provides taxi drivers a higher revenue increase for shorter trips.

Because the 1999 CSAA report has yet to be issued, we are unable to determine vehicle ownership and operating changes since the January 1999 fare increase.

CHART D: Estimated Increases In Vehicle Transportation Expenses

	1991*	1992	1993	1994	1995	1996	1997	1998
Operating Costs (variable - per mile; based on 100,000 miles)								
Gasoline & Oil	0.070	0.070	0.065	0.066	0.065	0.077	0.074	0.063
Maintenance	0.024	0.025	0.027	0.028	0.028	0.030	0.032	0.035
Tires	0.010	0.010	0.011	0.014	0.015	0.014	0.014	0.022
Per Mile Subtotal	0.104	0.105	0.103	0.108	0.108	0.121	0.120	0.120
Annual Operating Cost	10,400	10,500	10,300	10,800	10,800	12,100	12,000	12,000
Change from 1991		1.0%	(1.0%)	3.8%	3.8%	16.3%	15.4%	15.4%
Ownership Costs (fixed - @ 100,000 miles per year)								
Insurance	766	724	794	759	856	901	933	1,012
License & Taxes	201	205	218	228	237	255	279	279
Depreciation	15,326	15,605	16,053	16,744	17,192	17,133	17,749	18,364
Finance Cost	853	788	734	783	797	938	1,040	1,070
Annual Ownership Cost	17,145	17,322	17,799	18,514	19,082	19,227	20,001	20,725
Change from 1991		1.0%	3.8%	8.0%	11.3%	12.1%	16.7%	20.9%
Total Annual Cost	27,545	27,822	28,099	29,314	29,882	31,327	32,001	32,725
Change from 1991		1.0%	2.0%	6.4%	8.5%	13.7%	16.2%	18.8%

* Mid-Year

IV – TAXI FARE RATES and THE COST OF LIVING

Recovery of Costs in January 1999

We conclude that the January 1999 increase substantially offset the price increases since June 1991, depending on the length and duration of the trip. By either the CPI or the CSAA measure the cost of services increased by approximately 20%. Given the flag drop and wait time increases, fare revenues for inner-city trips increased by approximately the same amount (22.5%), while more distant trips increased at lower levels (3.4%).

Recovery of Costs since January 1999

We also conclude that the data since January 1999 is not sufficient to merit an overall restructuring of rates of fare. However, in consideration of recent increases in gasoline prices, we investigated this segment of operating cost. We find that U.S. Department of Energy monthly estimates on California retail gasoline prices have increased by 22.1% since the beginning of 1999.

CHART E: Estimated Gasoline Prices January 1999 to October 1999

Month/Year	Regular Grade Gasoline/Gallon	Percent Change
January 1999	$1.129	—
October 1999	$1.378	22.1%

Because gasoline prices account for approximately one-half of operating costs (see Chart D), we estimate the impact to vehicle operations is an approximate 11.5% increase in operating cost. With the mileage component of the rate being closely related to operating cost, an increase in the distance charge from $1.80 to $2.00 per mile (11.1%) would offset the impact of increased gasoline prices.

Because of the particulars of taximeter calibrations, this requires a change in mileage charges from $.30 per one-sixth mile to $.25 per one-eighth mile. There would be no change to the flag drop (disregarding the minor exception that mileage charges start on the second eighth of a mile versus the second sixth of a mile) and no change to the waiting charge.

The impact (in terms of overall percentage increase) of these changes is to increase the short trip fare by 4.6% and the longer trip fare by 10.2%.

Chart F: Rate Increase to Recover Increased Fuel Cost

	Flag (ownership)	Mileage (operating)	Waiting Time (operating)	Typical Trip Cost	Increase
Current Rate	$2.50	$0.30 per 1/6 mile	$0.40/minute		
Short Trip With Traffic	first 1/6 mile			$9.80	—
Longer Trip With Less Traffic				$30.00	—
Proposed Rate	$2.50	$0.25 per 1/8 mile	$0.40/minute		
Short Trip With Traffic	first 1/8 mile			$10.25	4.6%
Longer Trip With Less Traffic				$33.05	10.2%

Given the increase in gasoline prices since January 1999, we find that a small adjustment in the distance charge may be warranted at this time.

City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

Tuesday, December 07, 1999 | **10:00 AM** | **City Hall, Room 263**

0.475

Regular Meeting

1. 992103 **[Accepting private foundation grants to pay for a consultant contract to begin implementation of a Family Assessment Center Project to work with abused or neglected children and their families as they become involved with protective services]**

7/99

2

Resolution authorizing the Department of Human Services to accept and expend two grants in the amounts of $40,000 and $110,000 from the Zellerbach Family Fund and the Stuart Foundation respectively for a consultant contract to begin the implementation of a family assessment center. (Department of Human Services)

11/10/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 992190 **[Federal funds to be used for San Francisco's older refugee populations; the project includes case management, interpretation and translation, escorts, health and nutrition, mental health, and in-home assistance]**

Resolution authorizing the Private Industry Council of San Francisco, Inc. to accept and expend, retroactive to October 1, 1999, $210,999 of federal refugee discretionary funds for services to older refugees in line with the Refugee County Plan. (Private Industry Council)

11/24/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

3. 992191 **[Federal funds to be used for Bosnian Refugee Community Health Outreach Project]**

Resolution authorizing the Private Industry Council of San Francisco, Inc. to accept and expend, retroactive to October 1, 1999, $33,592 of federal refugee employment social services set aside funds for health program referral services to refugees in line with the Refugee County Plan. (Private Industry Council)

11/24/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

4. 992197 **[Renaming Hearing Officers (arbitrates rental increase disputes), as Administrative Law Judges]**

Ordinance amending Chapter 37 of the San Francisco Administrative Code ("Residential Rent Stabilization and Arbitration Ordinance") to reflect the Civil Service reclassification of Hearing Officers as Administrative Law Judges, by amending all references to "Hearing Officer(s) in Sections 37.2, 37.3, 37.5, 37.6, 37.7, 37.8, 37.8A, 37.8B, 37.9, and 37.10, to be references to "Administrative Law Judge(s)." (Rent Stabilization and Arbitration Board)

11/30/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

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5. 991265 **[Amending Rent Control Ordinance to delete provision that a landlord shall not evict under the Ellis Act unless no other cause exists, specify notice requirements and place other requirements on Rent Board required under State law known as the Ellis Act.]**

Ordinance amending Chapter 37 of the San Francisco Administrative Code ("Residential Rent Stabilization and Arbitration Ordinance") to further implement and conform to the Ellis Act (California Government Code Sections 7060 et seq., which provides owner rights to withdraw units from Residential Rental): by amending Section 37.9(a)(13) to remove the provision that the landlord not have other cause under Section 37.9(a) in order to evict under Section 37.9(a)(13); and by amending Section 37.9A to specify additional requirements of notice of withdrawal to the Rent Board and affected tenants, to expand the minimum period between notice and actual withdrawal of a unit from 60 days to 1 year for elderly tenants (age 62 or over) and disabled tenants (as defined in Government Code Section 12955.3) who timely notify the owner of their status, to expand the minimum period between notice and actual withdrawal from 60 days to 120 days for all other tenants, to require Rent Board recordation of a notice of constraints with the County Recorder, to require a register of all units withdrawn, to provide for compliance status investigation, to specify additional requirements for notice/offering the unit to displaced tenants if the unit is again offered for rent or lease within 10 years, and to expand the time from two years to three years for tenants (including former tenants) to sue the owner(s) for violation; and with technical nonsubstantive changes to identify the Central Permit Bureau as part of the Department of Building Inspection (Section 37.9(a)(11)), to further identify the Ellis Act, and to conform to related renumbering within Section 37.9A. (Rent Stabilization and Arbitration Board)

6/21/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 7/21/1999.
11/18/99, SUBSTITUTED. Substituted by the City Attorney, 11/18/99, bearing new title.
11/18/99, ASSIGNED to Housing and Social Policy Committee.

6. 990893 **[Peaceful Streets' Anti-Gun Violence Program]**

Supervisors Leno, Bierman

Hearing to review the work of Peaceful Streets' Anti-gun Violence 5th grade education program and to consider an expansion of the program for San Francisco schoolchildren.

5/3/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

Rule 5.40 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

992118 **[Police Code, Construction Work on Saturdays and Sundays]**

Supervisors Leno, Bierman

Ordinance amending Police Code Section 2908 to prohibit construction work in excess of 5 DBA between the hours of 8:00 p.m. and 9:00 a.m. on Saturdays and Sundays in residential areas.

(Amends Section 2908.)

11/15/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 12/15/1999.

992153 **[Police Code, itemized receipts for goods purchased]**

Supervisors Leno, Newsom

Ordinance amending Police Code by adding Section 458, requiring retail establishments to issue itemized receipts for goods purchased and providing for penalties and fines.

(Adds Section 458.)

11/22/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 12/22/1999.

Watch future agendas for matters.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requests are made by 4:00 p.m. of the Friday before the Board meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda, contact Annette Lonich at (415) 554-7706.

Following a meeting minutes are available in alternative formats. Contact Marie McKechnie at (415) 554-7722.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force at 554-6171.

HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON B. GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

IMPORTANT HEARING NOTICE!!!

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Attn: *Susan Hom*

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BOARD OF SUPERVISORS
BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

December 3, 1999

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: December 7, 1999 Housing and Social Policy Committee Meeting

Item 1 – File 99-2103

Department: Department of Human Services (DHS)

Item: Resolution authorizing the Department of Human Resources to accept and expend two grants in the amounts of $40,000 and $110,000 from the Zellerbach Family Fund and the Stuart Foundation, respectively, to fund a consultant contract to develop the new proposed Family Assessment Center.

Grant Amount:

$40,000	The Zellerbach Family Fund
110,000	The Stuart Foundation
$150,000	Total

Grant Period: December 1, 1999 through November 30, 2000 (see Comment Nos. 1 and 2)

Description: The proposed resolution would authorize the Department of Human Services (DHS) to accept and expend two grants in the amounts of $40,000 and $110,000 from the Zellerbach Family Fund and the Stuart Foundation, respectively, to fund a consultant contract to develop the

new proposed Family Assessment Center over the one-year period from December 1, 1999 through November 30, 2000.

Mr. William Bettencourt of the DHS states that the new proposed Family Assessment Center is a collaborative effort between the DHS's Division of Family and Children Services and the Department of Public Health (DPH), Division of Children and Family to create one single site to consolidate existing DHS and DPH support services for families involved in the City's child welfare system. These DHS and DPH support services for families involved in the City's child welfare system are currently located in several sites throughout the City, according to Mr. Bettencourt. Mr. Bettencourt reports that at the request of the DHS, the Department of Real Estate is currently seeking to lease a site for the new proposed Family Assessment Center. This lease would be the subject of future legislation requiring approval from the Board of Supervisors, according to Mr. Bettencourt.

According to Mr. Bettencourt, the Family Assessment Center would:

(a) Conduct in-depth assessments of children who have been abused or neglected and are involved in the City's child welfare system.
(b) Provide peer support and counseling for parents with children involved in the City's child welfare system.
(c) Identify both temporary and permanent out of home placements for children involved in the City's child welfare system.

The new proposed Family Assessment Center would consist of the following eight (8) components:

1. Family Assessment Unit
2. Children's Assessment Unit
3. Information and Referral Unit
4. Family Identification Unit
5. Peer Parents
6. Public Health Unit
7. Professional Family Unit
8. Children's Shelter Unit

Attachment I, provided by Mr. Bettencourt, describes the functions of these eight (8) components of the new proposed Family Assessment Center.

Attachment II is a memorandum, provided by Mr. Christian Griffith of the DHS, which explains why the DHS has not yet developed a total estimated budget for the Family Assessment Center.

As previously noted, the proposed resolution would simply authorize the DHS to use the subject grant funds, totaling $150,000, to fund a consultant contract to develop the new proposed Family Assessment Center.

Mr. Joseph Huang of the DHS states that the DHS intends to use all of the $150,000 in subject grant funds to award a contract for the development of the Family Assessment Center to Kathleen Cleary, a private consultant, on a sole source basis. According to Mr. Huang, the DHS previously selected and awarded a contract to Kathleen Cleary, through a Request for Qualifications (RFQ) process, to (a) assess the existing DHS and DPH support services for families involved in the City's child welfare system and (b) design a model for the new proposed Family Assessment Center. As the project's planner, Ms. Cleary is uniquely qualified to provide for the development of the Family Assessment Center, according to Mr. Huang.

Budget:

Attachment III, provided by the DHS, contains a budget in the amount of $150,000 for the contractual services to be provided by Kathleen Cleary for the Family Assessment Center.

Attachment IV, provided by Ms. Cleary, contains the total number of hours and hourly rates of the contractual services to be provided by Kathleen Cleary for the Family Assessment Center.

Kathleen Cleary intends to (a) coordinate the leasing and renovation of the future site of the Family Assessment Center, (b) develop and arrange for the training of existing DHS staff that would be dedicated to the Family

Assessment Center, (c) supervise the phasing-in of the above-noted eight components of the Family Assessment Center, (d) hire a Family Involvement Team member to acquaint families involved in the City's child welfare system with such system's procedures, and (e) subcontract with various organizations and individuals to develop the clinical protocols and create site plans for the Family Assessment Center and to design an evaluation of outcomes at the Family Assessment Center.

Required Match: None.

Indirect Costs: According to Mr. Huang, the Department is requesting a waiver of indirect costs in order to allocate all of the grant funds to direct project costs.

Comments:

1. According to Mr. Bettencourt, although the commencement date of both grants is December 1, 1999, the Department has neither accepted nor expended the proposed grant funds. Therefore, this resolution does not provide for retroactivity.

2. Mr. Bettencourt reports that the proposed resolution incorrectly states that both grants expire on November 30, 1999. According to Mr. Bettencourt, the proposed resolution should be amended to state that both grants expire on November 30, 2000, rather than on November 30, 1999.

3. Ms. Cleary states that Attachment III incorrectly shows that the amount to be spent on Miscellaneous Expenses for the Family Assessment Center is $6,000. According to Ms. Cleary, the actual amount of such expenses will total $3,000 or $3,000 less than the reported amount of $6,000.

4. Attachment V is the Grant Application Information Form, as prepared by the DHS.

5. The DHS has prepared a Disability Checklist for the Board of Supervisors, which is on file with the Clerk of the Board of Supervisors.

Recommendations:

1. Amend the proposed resolution to state that both grants expire on November 30, 2000, instead of November 30, 1999.

2. Approve the proposed resolution as amended.

Attachment I

The Family Assessment Center
170 Otis Street
San Francisco, California 94103
(415) 557-5501
Consultant: Kathleen Cleary

Family Assessment Center Components

Family Assessment Unit

The Family Assessment Unit will work with families who come into contact with the child welfare system for a period of 30 days in order to thoroughly assess the needs of the family and what services should be provided to expedite family reunification efforts.

Children's Assessment Unit

The Children's Assessment Unit will provide immediate assessment of children who come in touch with the child welfare system. The staff will have to be licensed as a LCSW, PhD. in Psychology or a MFCC.

Information and Referral Unit

Information and Referral Unit will provide the coordination of services to families in the assessment center process. They will also act as case managers for families who participate in the system voluntarily

Family Identification Unit

The Family Identification Unit shall perform the following duties:

- As children come into the child welfare system FIU staff shall identify and locate all existing family members of that child within a seven- (7) day period. This shall be for the purpose of kin placement.
- When a child currently in the system has adoption identified as a goal, the FIU staff shall identify and locate all family members of the child within a seven- (7) day period. This shall be for the purpose of permanence either with kin or non-family placement.

Peer Parents

Peer Parents who are parents who have been in the system. These parents will provide support, guidance and help to parents involved in the CW system.

Public Health Unit

This unit will be staffed by Public Health Nurses and provide physical assessment of both children and adults.

Professional Family Unit

Professional Families shall act as Shelter Foster Parents for children who have been removed from their family of origin. The qualifications of our Professional Families shall be that an individual or one member of a couple be a licensed clinician (LCSW, Nurse, Psychologist). Professional families will work with FAC staff to support children during their first month of placement or in their own home.

Children's Shelter Unit (Already in Existence)

The Staff of the Children's Shelter will provide the same services that they currently are performing. Those duties include: providing brief services to children who require shelter and placement of children in shelter foster care.

To: Gabe Cabrera, Budget Analyst's Office
From: Christian Griffith, Department of Human Services
Date: November 30, 1999
Subject: Budget for the Family Assessment Center

This memo refers to the item before the Board of Supervisors regarding the grant for the planning and development of the Family Assessment Center. The Budget Analyst's Office asked the Department of Human Services for a budget detailing the scope of the Family Assessment Center. We are unable to provide such a budget, as we have yet to fully develop our Family Assessment model.

At this time, we do not anticipate any costs beyond the grant references in this item for the Family Assessment Center project for FY 99-00. The grant the Board of Supervisors is being asked to approve is for the development of a plan for the Family Assessment Center that will be used in our budget planning for FY 00-01 and subsequent fiscal years. By approving the current item, the Board of Supervisors allows DHS to determine the resources needed to implement the Family Assessment model in San Francisco. However, DHS understands that the resources needed for implementation would require approval by the Board of Supervisors at a later time.

The Family Assessment Center
Budget Narrative
Phase II

Category	Amount	Justification
Revenue		
The Stuart Foundation	$110,000.00	Phase II funding approved by Stuart Foundation Board of Directors.
The Zellerbach Family Fund	$ 40,000.00	Money for Phase II of Family Assessment Center has already been granted and received from the Zellerbach Family Fund.
Total Revenue	**$150.000.00**	
Expenses		
Personnel		
Lead Consultant	$60,000.00	The Lead Consultant (Kathleen Cleary) will be devoting .75 FTE of her time to The Family Assessment Center Project for the next year. This amount reflects a total salary for Ms Cleary of $80,000.00 FTE. Ms Cleary will coordinate the leasing and renovation of the FAC facility; help develop training for current DHS Staff; supervise the phasing in of units into the FAC; arrange for training of FAC staff; finalize the assessment tools being utilized by the FAC as well as supervise the furnishing of the FAC facility. Once operational Ms Cleary will supervise the operation of the FAC for a period of time.
Administration Assistant	$36,000.00	The Administrative Assistant (Ann Marie Buconjic) for The Family Assessment Center Project will devote FTE to the project for the next year.
Family Involvement Team Member	$12,000.00	The Family Involvement Team will be a critical component of the operational FAC. We would like the Family Involvement Team (FIT) member to work with the Children's System of Care FIT to experience what they do and then aid FAC staff in developing the protocols and procedures for the future FAC FIT. .50FTE The Family Involvement Team are individuals who have already been in the system. They will provide support to families new to the process.
Clinical Consultants	$5,000.00	FAC will require written clinical protocols for both training components and internal clinical program development. Ms Cleary will subcontract with clinical Psychologist Dr. Velora Lilly to provide the clinical protocols for training and clinical program development.
General Consultants	$10,000.00	Although the Architect, Clayton Lee, for the FAC Building will be donating his time and partial time of his space planner, the FAC will require additional monies for building design. We will also have to pay several of the trainers we will be bringing in to work with future FAC staff. Ms Cleary with sub contract with appropriate individuals to provide services.
Other Expenses		

Evaluation	$20,000.00	FAC staff has identified Philliber Research and Associates to develop an evaluation schematic and evaluation of the FAC project for the purposes of outcome measurements and replication. Ms Cleary will subcontract with Philliber to provide the evaluation services.
Office Expense	$1,000.00	DHS provides an office space, copy services, telephone and computer and general office supplies for FAC staff. We will require some supplies not available at the Department for training sessions and presentations.
Travel	$3,000.00	We will need to cover travel costs for trainers and FAC Staff.
Miscellaneous	$6,000.00	Some of the above categories may require additional monies.
Total Expense:	**$150,000.00**	

The Family Assessment Center

Hourly Breakdown and Rates

Category	Number of Hours	Hourly Rate	Total
Kathleen Cleary Lead Consultant	1200	$50.00	60,000.00
Ann Marie Buconjic Administrative Assistant	2080	$17.31	$36,000.00 (benefits included)
Family Involvement Team Member	1000	$12.00	$12,000.00
Velora Lily, PHd Clinical Consultant	50	$100.00	$5,000.00
General Consultants (not yet identified)	100	$100.00	$10,000.00
		Total	$123,000

Note: This chart does not include $27,000 for other contractual services to be provided by Kathleen Cleary, including $20,000 for an evaluation of the Family Assessment Center, $1,000 for Office Expenses, $3,000 for Travel and $3,000 for Miscellaneous Expenses related to the project.

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Human Services
2. Contact Person: Joseph Huang Telephone: (415) 557-5181
3. Project Title: Consultant Contract to Begin Implementation of a Family Assessment Ctr.
4. Grant Source Agency: Zellerbach Family Fund ($40.000), Stuart Foundation ($110,000)
5. Type of Fund: ___ Fed ___ Fed-State (Pass-through) ___ State ___ Local X Private
6. Proposed Grant Project Summary: Department will contract for the first 12 months of implementation of a family assessment center which will work with children who have been abused or neglected and their families as they become involved with protective services.
7. Amount of Grant Funding Applied for: $150,000
8. Maximum Funding Amount Available: $150.000.
9. Required Matching Funds? No.
   If yes, list dollar amount and identify source of Matching Funds in Department Budget:
10. Number of new positions created and funded: No city staff positions
11. If new positions are created, explain the disposition of employees once the grant ends?

12. Are indirect costs eligible costs for this grant? 100% will go into the contract.

13. Amount to be spent on contractual services: $150,000

14. a.) Will Contracted Services be put out to bid? No, the Contractor was selected in a previous bid process. The Department conducted an RFQ process in September 1998 to select a consultant to plan the family assessment center. This consultant will now begin the implementation of the family assessment center.

    b.) If so, will contract services help to further the goals of the Department's MBE/WBE requirements? MBE/WBE/LBE factors were considered in the original selection

15. Is this likely to be a one-time or ongoing request for contracting out? one time

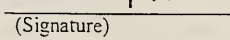
16. Term of Grant: 12/1/99 to 11/30/00

17. Date Department Notified of Available Funds: September 1999

18. Grant Application Due Date: Not applicable, private foundation grant

19. Grant Funding Guidelines and Options (selected from RFP, Grant Announcement or appropriations legislation): None.

20. Department Head Approval: Will Lightbourne (Name) Executive Director (Title)



(Signature)

Item 2 – File 99-2190

Department: Private Industry Council (PIC)

Item: Resolution authorizing the Private Industry Council of San Francisco, Inc. to accept and expend, retroactive to October 1, 1999, $210,999 in refugee funds from the Federal Office of Refugee Resettlement.

Grant Amount: $210,999

Grant Period: October 1, 1999 through September 29, 2000 (1 year)

Source of Funds: Federal Office of Refugee Resettlement, allocated to the City through the State Department of Social Services

Program: San Francisco Senior Refugee Collaborative Project

Description: The Private Industry Council (PIC), a non-profit organization, administers Federal Office of Refugee Resettlement grant funds on behalf of the City to provide services to low-income refugees.

Ms. Karen Hart of the PIC states that in May of 1999, the Federal Office of Refugee Resettlement issued a notice of availability of $5 million in refugee funds for support services to elderly refugees throughout the Country. The PIC in turn notified non-profit service providers of the availability of such funds for the delivery of support services to elderly refugees residing in San Francisco.

Attachment I, provided by the PIC, contains a list of the non-profit service providers notified by the PIC of the availability of Federal Office of Refugee Resettlement grant funds for support services to elderly refugees.

Ms. Hart states that the PIC received two (2) proposals in response to its notification of the availability of refugee funds and submitted such proposals to the Federal Office of Refugee Resettlement. The Federal Office of Refugee Resettlement then allocated the subject refugee funds of $210,999 to San Francisco. The PIC subsequently selected to fund one of the two proposals which the PIC received, namely the San Francisco Senior Refugee Collaborative (the

"Collaborative), to deliver support services to elderly refugees residing in San Francisco, according to Ms. Hart.

The San Francisco Senior Refugee Collaborative is a partnership among three non-profit organizations, including Jewish Family and Children's Services (JFCS), International Institute of San Francisco (IISF) and Richmond Area Multi-Services (RAMS), to provide an array of support services to refugees aged 60 and older residing in San Francisco. These support services include outreach/information and referral services, case management, community center-based adult programs, health/nutrition education and promotion, escorts and transportation, legal services/naturalization, employment services, interpretation and translation, crisis intervention and mental health services, in-home assistance and respite home care.

Budget:

A summary budget for the proposed use of the subject refugee funds of $210,999 for the San Francisco Senior Refugee Collaborative Project is as follows:

Contractual Services	
Jewish Family and Children's Services	$104,233
International Institute of San Francisco	56,125
Richmond Area Multi-Services	40,091
PIC's Administrative Costs	10,550
TOTAL	$210,999

Attachment II, provided by the PIC, contains two budgets in the amounts of $104,233 and $56,125 for the contractual services to be provided by Jewish Family and Children's Services and International Institute of San Francisco respectively. A budget of $40,091 for the contractual services to be provided by the Richmond Area Multi-Services is not readily available, according to Ms. Hart. Ms. Hart reports that the $40,091 is based upon a pre-determined formula wherein the PIC would allocate approximately 18 percent of Office of Refugee Resettlement refugee funds to Richmond Area Multi-Services for the proposed project.

Attachment III, provided by the PIC, contains a budget of $10,550 for the PIC's administration of the subject refugee funds. These funds represent 5 percent of the total refugee funds and as shown in Attachment III, such funds will be used for staff salaries and related costs.

Required Match: None.

Indirect Costs: According to Ms. Hart, the Federal Office of Refugee Resettlement does not allow for the inclusion of indirect costs in this grant.

Comments:

1. Ms. Hart advised the Budget Analyst that the three non-profit organizations that comprise the San Francisco Senior Refugee Collaborative began providing support services to elderly refugees residing in San Francisco as of October 1, 1999. Attachment IV is a memorandum, provided by Ms. Hart, which explains why the PIC authorized the San Francisco Senior Refugee Collaborative to deliver such support services to elderly refugees without first obtaining approval from the Board of Supervisors.

2. Attachment V is the Grant Application Information Form, as prepared by the PIC.

3. The PIC has prepared a Disability Access Checklist for the proposed grant, which is on file with the Clerk of the Board of Supervisors.

4. As noted above and as included in Attachment II to this report, two budgets in the amounts of $104,233 and $56,125 for the contractual services were submitted for Jewish Family and Children's Services and International Institute of San Francisco respectively. However, a budget of $40,091 for the contractual services for the Richmond Area Multi-Services was not available as of the writing of this report.

Recommendations:

1. Request the PIC to provide the Housing and Social Policy Committee with a budget of $40,091 for the contractual services to be provided by the Richmond Area Multi-Services, when such budget becomes available.

2. Approve the proposed resolution.

Attachment I

PRIVATE INDUSTRY COUNCIL
of San Francisco, Inc.

MEMORANDUM

TO: GABRIEL CABRERA, BUDGET ANALYST DATE: DECEMBER 3, 1999

FROM: RAYMOND R. HOLLAND, INTERIM PRESIDENT

SUBJECT: DISCRETIONARY FUNDS FOR SERVICES TO OLDER REFUGEES

As requested, I am submitting this list of agencies and individuals to whom information was sent regarding the availability of federal discretionary funds for services to older refugees.

In May 1999, the Refugee Programs Branch of the California Department of Social Services (RPB/CDSS) sent information to:

- County Refugee Coordinators (including this PIC)
- Refugee Mutual Assistance Associations
- Voluntary Resettlement Agencies
- County Refugee Forum Chairs
- State Advisory Council Members
- Local Area Agencies on Aging

Also in May, when the PIC received the information, we sent it to the following:

1. All agencies that had submitted a proposal for and were at the time receiving federal discretionary funds for services to older refugees. They are:
   - Self-Help for the Elderly
   - La Raza Centro Legal
   - Nihonmachi Legal Outreach
   - Jewish Family & Children's Services
   - International Institute of San Francisco
   - Richmond Area Multi-Services
2. All agencies that were at the time receiving federal formula funds for acculturation/social adjustment and/or employment services to refugees. They are:
   - Career Resources Development Center
   - Catholic Charities/Refugee Employment Assistance Program
   - International Institute of San Francisco
   - International Rescue Committee
   - Jewish Vocational Service
   - Refugee Transitions
   - Third Baptist Church/African Immigrant & Refugee Resource Center
3. An agency that was at the time receiving federal targeted assistance discretionary funds for an Iraqi Employment Project – Survivors International.
4. The Executive Director of the San Francisco Commission on the Aging.
5. All members of the PIC Refugee Committee.

On June 2, 1999, we sent information also to Goldman Institute on Aging, subsequent to its request.

Please let Karen Hart, the PIC's Refugee Program Coordinator, know if you need anything else.

cc: PIC Staff

1650 Mission Street, Suite 300, San Francisco, CA 94103-2490
415/431-8700 Fax 415/431-8702 TDD 800/735-2929 (CRS)

PRIVATE INDUSTRY COUNCIL OF SAN FRANCISCO, INC.

COST REIMBURSEMENT BUDGET SUMMARY

SUBCONTRACTOR: Jewish Family & Children's Services DATE: 10/01/99

BUDGET PERIOD: From 10/01/99 To: 09/29/00 SUB. #: 271H953S

ACTIVITY: Discretionary Grant to Assist Older Refugees MOD.#:

SUMMARY OF COST ITEMS	SUBCONTRACT
A. Salaries	$70,725
B. Fringe Benefits	$13,422
C Accounting & Insurance	$0
D Program Materials and Equipment	$0
E. Operating Expenses	$20,086
TOTAL	$104,233

COST ITEMS

A. Salaries Position/Title	No. of Pos.	Salary per pay period	% of Time	# Pay Periods	Subtotal
Program Supervisor	1	$2,500.00	7.5%	24	$4,500
Legal Staff	1	$1,875.00	15.0%	24	$6,750
Bilingual Geriatric Case Mgr	2	$1,458.33	35.0%	24	$24,500
Bilingual Mental Health Clinician	1	$1,875.00	20.0%	24	$9,000
Psychiatrist	1	$3,750.00	8.0%	24	$7,200
Transportation Coordinator	1	$1,041.67	10.0%	24	$2,500
Citizenship Coordinator	1	$1,458.33	20.0%	24	$7,000
Senior Center Program Assistant	1	$1,041.67	10.0%	24	$2,500
Admin. Support/Translator	1	$1,208.33	20.0%	24	$5,800
Nurse	1	$1,625.00	2.5%	24	$975
Volunteer Instructors and Librarian (900 hrs.pro bono)					
SUBTOTAL					$70,725

B. Fringe Benefits		Rate	Amount	Subtotal
FICA		7.65%	$70,725	$5,410
SUI		2.49%	$37,751	$940
Workers' Compensation		0.73%	$70,725	$516
Health Insurance				$3,429
Other	Dental & Life Insurance			$1,004
	Long term disability & Pension			$2,123
SUBTOTAL				$13,422

PRIVATE INDUSTRY COUNCIL OF SAN FRANCISCO, INC.

C Accounting and Insurance	Subtotal
Accounting Services	$0
Package Policy including liability insurance	$0
Fidelity Bond	$0
	$0
SUBTOTAL	$0

D Program Materials and Equip (Please describe below)	Subtotal
	$0

E. Operating Expenses			# of mos.	Rate	Subtotal
Travel/Training	Miles		12	$83.33	$1,000
	FPs			$0.00	$0
Office Equipment			12	$250.00	$3,000
Supplies			12	$112.58	$1,351
Printing			12	$217.08	$2,605
Communications			12	$134.50	$1,614
Rent			12	$350.00	$4,200
Utilities			12	$100.00	$1,200
Direct Client Costs			12	$133.33	$1,600
Other Costs			12	$293.00	$3,516
					$20,086

PIC USE ONLY

Approved By Operations: _____ On: _____

Audited by Fiscal: _____ On: _____

RFG 124.1 (Rev. 04/01/98)

PRIVATE INDUSTRY COUNCIL OF SAN FRANCISCO, INC.

COST REIMBURSEMENT BUDGET SUMMARY

SUBCONTRACTOR: International Institute DATE: 10/01/99

BUDGET PERIOD 10/01/99 To: 09/29/00 SUB. #: 245H953S

ACTIVITY: Elderly Refugee Discretionary Grant MOD.#:

SUMMARY OF COST ITEMS	SUBCONTRACT
A. Salaries	$39,525
B. Fringe Benefits	$7,905
C Accounting & Insurance	$2,030
D Program Materials and Equipment	$0
E. Operating Expenses	$6,665
TOTAL	$56,125

COST ITEMS

A. Salaries Position/Title	No. of Pos.	Salary per pay period	% of Time	# Pay Periods	Subtotal
SF Citizenship Coordinator	1	$1,458.00	70%	6	$6,125
Senior Liaison	1	$1,125.00	100%	24	$27,000
Clerk	1	$866.67	40%	24	$6,400
SUBTOTAL					$39,525

B. Fringe Benefits	Rate	Amount	Subtotal
FICA	7.65%	$39,525	$3,024
SUI	3.20%	$9,813	$314
Workers' Compensation	1.00%	$39,525	$394
Health Insuran $395/mo avg			$4,173
Other (show calculations)			
SUBTOTAL			$7,905

C Accounting and Insurance	Subtotal
Accounting Services	$1,680
Package Policy including liability insurance	$350
Fidelity Bond	$0
Directors & Officers Liability Insurance	$0
SUBTOTAL	$2,030

PRIVATE INDUSTRY COUNCIL OF SAN FRANCISCO, INC.

D Program Materials and Equip (Please describe below)	Subtotal
Resource Materials	
SUBTOTAL	$0

E. Operating Expenses		%	# of mos.	Rate	Subtotal
Travel	Miles		12	$67	$800
	FPs			$0	$0
Equipment Maintenance			12	$0.00	$0
Supplies			12	$23.75	$285
Outreach	Printing/Duplicating		12	$0.00	$0
Communications			12	$65	$780
Rent			12	$400	$4,800
Utitlites			12	$0	$0
				$0	$0
Payroll Costs			12	$0	$0
Miscellaneous- staff training			12	$0	$0
Custodial			12	$0	$0
				$0	$0
SUBTOTAL					$6,665

PIC USE ONLY

Approved By Operations: _____ On: _____

Audited by Fiscal: _____ On: _____

RFG 124.1 (Rev. 04/01/98)

Refugee Grants Costs Budget -Elderly

12 Months Budget (Internal from 10/99 to 9/00)

Salaries	FTE	Monthly Salary	# Pos.	# Mos	Total
President	1.0	$ 6,960	0.5%	12	$ 441
VP - Operations	1.0	5,731	0.5%	12	362
VP - Planing & MIS	1.0	5,731	0.2%	12	137
VP - Administration	1.0	5,731	0.1%	12	69
Controller	1.0	5,618	0.5%	12	338
Project Coordinator	1.0	4,594	5.2%	12	2,859
Tech. Assistance	1.0	2,822	5.2%	12	1,761
Executive Assistant	1.0	3,382	0.1%	12	41
Human Resources Manager	1.0	4,609	0.1%	12	56
MIS Staff	5.0	3,697	0.3%	12	555
Accountant	1.0	4,149	1.0%	12	497
Asst. Accountant	1.0	3,104	0.3%	12	98
Clerical Staff	4.5	3,225	0.3%	12	459
		Total	0.1		7,673
Fringe Benefits					
FICA		7.65%			$ 587
SUI		$ 7,000	0.1	5.40%	54
Workers Compensation				0.50%	38
Medical Insurance		$ 250	0.1	12	427
Retirement		6%			460
		Total			$ 1,566
Others					
FIELD EXP.		$ 2.17		12	$ 26
STAFF TRAVEL		0.50		12	6
INSURANCE EXP		5.33		12	64
MAT & SUPPLIES		7.08		12	85
PUBL. SUBC.MATER		0.42		12	5
MISCELLANEOUS		0.08		12	1
AUDITING SVS.		3.58		12	43
CONTRACTED SVS.		0.92		12	11
AD/PUBLIC RELAT		0.83		12	10
REPRODUCTION		1.50		12	18
STAFF TRAINING		0.08		12	1
EMPL & TRNG SVS		1.50		12	18
MOVING & STORAG		0.25		12	3
TELEPHONE		4.42		12	53
POSTAGE		4.33		12	52
COMPUTER MAINT.		1.75		12	21
RENT - OFFICE		23.00		12	276
EQUIP RENTAL		15.17		12	182
EQUIP SVS AGRE/		3.42		12	41
EQUIP REPAIRS		0.42		12	5
BANK CHARGES		2.00		12	24
EARNED VACATION		26.17		12	314
DATA GEN/INFORM		1.08		12	13
EQUIP SVC AGRE/		0.17		12	2
MESSENGER SVC		0.17		12	2
FOLLOW-UP COST		2.92		12	35
		Total			$ 1,311
		Overall Total			$ 10,550

Attachment IV

PRIVATE INDUSTRY COUNCIL
of San Francisco, Inc.

MEMORANDUM

TO: GABRIEL CABRERA, BUDGET ANALYST **DATE:** DECEMBER 1, 1999

FROM: RAYMOND R. HOLLAND, INTERIM PRESIDENT

SUBJECT: PIC's RETROACTIVE RESOLUTIONS

As requested, I am submitting this explanation of why the Private Industry Council (PIC) is requesting that the resolutions submitted to the Board on November 24, 1999 be retroactive to October 1, 1999.

The PIC received notification of the Refugee Employment Social Services (RESS) Set Aside funds from the Refugee Programs Branch of the California Department of Social Services (RPB/CDSS) on August 17, 1999. The staff finalized the recommendation for use of the funds, and on September 24, 1999 the PIC Refugee Committee approved the recommendation and sent them onto the PIC. The PIC Board of Directors approved the recommendation at its October 25, 1999 meeting.

The PIC received notification of the Discretionary funds for services to older refugees from the RPB/CDSS on September 1, 1999. The staff finalized the recommendation for use of the funds, and on September 24, 1999 the PIC Refugee Committee approved the recommendation and sent them onto the PIC. The PIC Board of Directors approved the recommendation at its October 25, 1999 meeting.

The federal grant award period for these funds began October 1, 1999. The PIC believes that it is in the best interests of the City's refugees and of the organizations providing services to them to make these services available at the beginning of the award period. These funds represent additions to the pre-existing Refugee County Plan, which was approved by the Board of Supervisors prior to October 1, 1999.

I hope this information is helpful. Please let Karen Hart, the PIC's Refugee Program Coordinator, know if you need anything else.

cc: PIC Staff

1650 Mission Street, Suite 300, San Francisco, CA 94103-2490
415/431-8700 Fax 415/431-8702 TDD 800/735-2929 (CRS)

File Number:

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: **Private Industry Council of San Francisco, Inc.**
2. Contact Person: **Raymond R. Holland** Telephone: (415) 431-8700
3. Project Title: **San Francisco Senior Refugee Collaborative Project**
4. Grant Source Agency: **Federal Office of Refugee Resettlement (ORR)**
5. Type of Funds: X Federal _ Federal-State (Pass-Through) _State __ Local __Private
6. Proposed (New/Continuation) Grant Project Summary:
   The San Francisco Senior Refugee Collaborative Project is a multifaceted project for all of San Francisco's major refugee populations, including those from the former Soviet Union (FSU), Bosnia, Vietnam (including Sino-Vietnamese refugees), Cambodia, Eritrea, Iran, and Iraq. The project includes an ambitious array of services including outreach/information and referral services, case management, interpretation and translation, escorts and transportation to mainstream aging services, community center-based adult programs, health and nutrition education and promotion, legal and naturalization services, crisis intervention and mental health services, and in-home assistance.
7. Amount of Grant Funding Applied for: $600,029
8. Maximum Funding Amount Available: $210,999
9. Required Matching Funds: Yes: __ No: X / Cash or In-Kind?

   If yes, list dollar amount and identify source of Matching Funds in Department Budget:

10. Number of new positions created and funded: .....None
11. If new positions are created, explain the disposition of employees once the grant ends?

12. Are indirect costs eligible for this grant? Yes: ___ No: X

If yes, please identify the amount of $ in indirect costs?

13. Amount to be spent on contractual services: $200,449

14. a.) Will contractual services be put out to bid? ..... Yes

b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? Yes

15. Is this likely to be a one-time or ongoing request for contracting out? One time request

16. Term of Grant Start Date: 10/1/99 End Date: 9/29/00

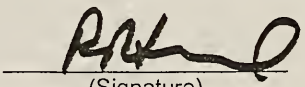
17. Date Department Notified of Available Funds: ..... September 1, 1999

18. Grant Application Due Date: N/A .....

19. Grant Funding Guidelines and Options (Selection from RFP, grant announcement or appropriations legislation):

The "Notice of Availability of FY 1999 discretionary funds to States for services to older refugees" states in part, that these funds will be used..."to insure that older refugees in the community will be linked to mainstream aging services in their community..."

20. Department Head Approval: **Raymond R. Holland, Interim President**



(Signature)

Item 3 – File 99-2191

Department:	Private Industry Council (PIC)
Item:	Resolution authorizing the Private Industry Council of San Francisco, Inc. to accept and expend, retroactive to October 1, 1999, $33,592 in refugee funds from the Federal Office of Refugee Resettlement.
Grant Amount:	$33,592
Grant Period:	October 1, 1999 through September 29, 2000 (1 year)
Source of Funds:	Federal Office of Refugee Resettlement, allocated to the City through the State Department of Social Services
Program:	Bosnian Refugee Community Health Outreach Project
Description:	The Private Industry Council (PIC), a non-profit organization, administers Federal Office of Refugee Resettlement Grant funds on behalf of the City to provide services to low-income refugees.

Ms. Karen Hart of the PIC states that in June of 1999, the State Department of Social Services notified the PIC that it was eligible to receive refugee funds from the Federal Office of Refugee Resettlement to assist refugees residing in San Francisco to access low-income health programs such as the Department of Public Health's Healthy Families Program and the Women, Infants and Children's Services (WIC) Program.

The PIC subsequently submitted a proposal to the Office of Refugee Resettlement, through the State Department of Social Services, and was awarded $33,592 in refugee funds for the existing Bosnian Refugee Community Health Outreach Project (BRCHOP). The BRCHOP assists Bosnian refugees residing in San Francisco to enroll in low-income health programs such as the DPH's Healthy Families Program and the WIC Program.

Ms. Hart states that of the $33,592 in subject refugee funds, $28,553 will be paid to the International Institute of San Francisco (IISF), a non-profit organization, which, in

collaboration with the DPH, presently operates the BRCHOP. According to Ms. Hart, the IISF will use the $28,553 in refugee funds to (a) increase to full-time the current half-time IISF position stationed at both the San Francisco General Hospital and at the WIC Program to help Bosnian refugees to enroll in low-income health programs and (b) develop printed outreach materials for the benefit of Bosnian refugees residing in San Francisco. The remaining refugee funds of $5,039 will be used by the PIC for administrative costs, according to Ms. Hart.

Budget:

Attachment I, provided by the IISF, contains a budget for the $28,553 in refugee funds (which does not include the PIC's administrative budget of $5,039) to support the Bosnian Refugee Community Health Outreach Project.

Attachment II, provided by the PIC, contains a budget of $5,039 for the PIC's administration of the subject refugee funds. These funds represent 15 percent of the total refugee funds and as shown in Attachment II, such funds will be used to staff salaries and related costs.

Required Match:

None.

Indirect Costs:

According to Ms. Hart, the Federal Office of Refugee Resettlement does not allow for the inclusion of indirect costs in this grant.

Comments:

1. Ms. Hart advised the Budget Analyst that the IISF began providing services to Bosnian refugees residing in San Francisco as of October 1, 1999. Attachment III is a memorandum, provided by Ms. Hart, which explains why the PIC authorized the IISF to deliver such services to Bosnian refugees without first obtaining approval from the Board of Supervisors.

2. Ms. Hart reports that the PIC did not issue a Request for Proposals (RFP) to non-profit organizations for the delivery of the proposed services to Bosnian refugees residing in San Francisco. Instead, the PIC awarded a contract for the delivery of such services to the IISF on a sole source basis, because the IISF has historical experience and expertise in working with the Bosnian refugee population in San Francisco and low-income programs servicing such refugee

population, according to Ms. Hart.

3. Ms. Hart estimates that the BRCHOP will provide services to approximately 500 Bosnian refugees residing in San Francisco during the one-year period from October 1, 1999 through September 29, 2000.

4. Attachment IV is the Grant Application Information Form, prepared by the PIC.

5. The PIC has prepared a Disability Access Checklist for the proposed grant, which is on file with the Clerk of the Board of Supervisors.

Recommendation: Approve the proposed resolution.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
President Ammiano
Supervisor Brown
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Yaki
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

PRIVATE INDUSTRY COUNCIL OF SAN FRANCISCO, INC.

Attachment I
Page 1 of 2

COST REIMBURSEMENT BUDGET SUMMARY

SUBCONTRACTOR: INTERNATIONAL INSTITUTE OF S.F. DATE: 10/01/99

BUDGET PERIOD: From: 10/01/99 To: 09/30/00 SUB. #: I5H956S8

ACTIVITY: RESS Set Aside - Outreach - Health Programs MOD.#:

SUMMARY OF COST ITEMS	SUBCONTRACT
A. Salaries	$15,510
B. Fringe Benefits	$3,276
C Accounting & Insurance	$350
D Payroll Costs	$0
E. Training Matierals	$2,000
F. Instructional Costs	$500
G Direct Other	$6,917
TOTAL	$28,553

COST ITEMS

A. Salaries Position/Title	No. of Pos.	Salary per pay period	% of Time	# Pay Periods	Subtotal
Health Educator	1	$1,462.50	10%	24	$3,510
Community Health Outreach Worker	1	$1,000.00	50%	24	$12,000
SUBTOTAL					$15,510

B. Fringe Benefits	Rate	Amount	Subtotal
FICA	7.65%	$15,510	$1,187
SUI	3.20%	$4,188	$134
Workers' Compensation	1.00%	$15,510	$155
Health Insurance $150/mo av			$1,800
Other (show calculations)			
SUBTOTAL			$3,276

C Accounting and Insurance	Subtotal
Accounting Services	$0
Package Policy including liability Insurance	$350
Fidelity Bond	$0
Directors & Officers Liability Insurance	$0
SUBTOTAL	$350

PRIVATE INDUSTRY COUNCIL OF SAN FRANCISCO, INC.

D Payroll Costs		Subtotal
Payroll Service	8% of $300/mo.	$0
SUBTOTAL		$0

E. Training Materials (Please describe below)	Subtotal
Sign up incentives	$2,000
SUBTOTAL	$2,000

F. Instructional Costs (Please describe below)	Subtotal
Sign up workshops	$500
SUBTOTAL	$500

G Direct Other		No. of	# of mos.	Rate	Subtotal
Travel	Staff Miles	0	12	$0	$0
	Staff Fast Passes	0	0	$0	$0
Rent	Square Feet	0%	12	$0	$0
Utilities		0	0	$0	$0
			12	$25	$0
		0	0	$0	$0
Services	Custodial		12	$20	$0
	Staff Training				$200
	Duplication/Printing	1	12	$33	$0
Equipment	Computer & Printer	1	0	$1,500	$1,500
	Maintenance	1	0	$0	$0
		0	0	$0	$0
Communication	Telephone	1	12	$100	$1,200
	Postage	1	12	$33	$400
		0	0	$0	$0
Other	Office Supplies	1	12	$93	$1,117
	Resource Materials	1	12	$33	$0
	IRC/CIP Bosnian cb	0	0	$0	$2,500
SUBTOTAL					$6,917

PIC USE ONLY

Approved By Operations: _____ On: _____

Audited by Fiscal: _____ On: _____

Refugee Grants Costs Budget-RESS (Set Aside)

12 Months Budget (Internal from 10/99 to 9/00)

Salaries	FTE	Monthly Salary	# Pos.	# Mos	Total
President	1.0	$ 6,960	0.2%	12	$ 167
VP - Operations	1.0	5,731	0.2%	12	138
VP - Planing & MIS	1.0	5,731	0.1%	12	69
VP - Administration	1.0	5,731	0.2%	12	138
Controller	1.0	5,618	0.2%	12	148
Project Coordinator	1.0	4,594	2.4%	12	1,323
Tech. Assistance	1.0	2,822	2.4%	12	813
Executive Assistant	1.0	3,382	0.1%	12	41
Human Resources Manager	1.0	4,609	0.1%	12	55
MIS Staff	5.0	3,697	0.1%	12	270
Accountant	1.0	4,149	0.5%	12	249
Asst. Accountant	1.0	3,104	0.1%	12	45
Clerical Staff	4.5	3,225	0.1%	12	212
		Total	0.07		$ 3,668
Fringe Benefits					
FICA		7.65%			$ 281
SUI		$ 7,000	0.07	5.40%	$ 26
Workers Compensation				0.50%	$ 18
Medical Insurance		$250	0.07	12	$ 203
Retirement		6%			$ 220
		Total			$ 748
Others					
FIELD EXP.		$ 1.00		12	$ 12
STAFF TRAVEL		0.25		12	3
INSURANCE EXP		2.58		12	31
MAT & SUPPLIES		3.33		12	40
PUBL. SUBC.MATER		0.25		12	3
MISCELLANEOUS		0.08		12	1
AUDITING SVS.		1.67		12	20
CONTRACTED SVS.		0.42		12	5
AD/PUBLIC RELAT		0.42		12	5
REPRODUCTION		0.75		12	9
STAFF TRAINING		0.08		12	1
EMPL & TRNG SVS		0.75		12	9
MOVING & STORAG		0.17		12	2
TELEPHONE		2.08		12	25
POSTAGE		2.08		12	25
COMPUTER MAINT.		0.83		12	10
RENT - OFFICE		10.83		12	130
EQUIP RENTAL		7.25		12	87
EQUIP SVS AGRE/		1.58		12	19
EQUIP REPAIRS		0.25		12	3
BANK CHARGES		1.00		12	12
EARNED VACATION		12.25		12	147
DATA GEN/INFORM		0.50		12	6
EQUIP SVC AGRE/		0.08		12	1
MESSENGER SVC		0.08		12	1
FOLLOW-UP COST		1.33		12	16
		Total			$ 623
		Overall Total			$ 5,039

Attachment III

PRIVATE INDUSTRY COUNCIL
of San Francisco, Inc.

MEMORANDUM

TO: GABRIEL CABRERA, BUDGET ANALYST DATE: DECEMBER 1, 1999

FROM: RAYMOND R. HOLLAND, INTERIM PRESIDENT

SUBJECT: PIC's RETROACTIVE RESOLUTIONS

As requested, I am submitting this explanation of why the Private Industry Council (PIC) is requesting that the resolutions submitted to the Board on November 24, 1999 be retroactive to October 1, 1999.

The PIC received notification of the Refugee Employment Social Services (RESS) Set Aside funds from the Refugee Programs Branch of the California Department of Social Services (RPB/CDSS) on August 17, 1999. The staff finalized the recommendation for use of the funds, and on September 24, 1999 the PIC Refugee Committee approved the recommendation and sent them onto the PIC. The PIC Board of Directors approved the recommendation at its October 25, 1999 meeting.

The PIC received notification of the Discretionary funds for services to older refugees from the RPB/CDSS on September 1, 1999. The staff finalized the recommendation for use of the funds, and on September 24, 1999 the PIC Refugee Committee approved the recommendation and sent them onto the PIC. The PIC Board of Directors approved the recommendation at its October 25, 1999 meeting.

The federal grant award period for these funds began October 1, 1999. The PIC believes that it is in the best interests of the City's refugees and of the organizations providing services to them to make these services available at the beginning of the award period. These funds represent additions to the pre-existing Refugee County Plan, which was approved by the Board of Supervisors prior to October 1, 1999.

I hope this information is helpful. Please let Karen Hart, the PIC's Refugee Program Coordinator, know if you need anything else.

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cc: PIC Staff

1650 Mission Street, Suite 300, San Francisco, CA 94103-2490
415/431-8700 Fax 415/431-8702 TDD 800/735-2929 (CRS)

File Number:

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Private Industry Council of San Francisco, Inc.

2. Contact Person: Raymond R. Holland Telephone: (415) 431-8700

3. Project Title: Bosnian Refugee Community Health Outreach Project

4. Grant Source Agency: Federal Office of Refugee Resettlement (ORR)

5. Type of Funds: X Federal _ Federal-State (Pass-Through) _State _ Local _Private

6. Proposed (New/Continuation) Grant Project Summary:
The project will provide the support necessary to enroll Bosnian refugees in low income health programs by increasing to full-time the current position of Bosnian Community Health Outreach Worker (CHOW), presently funded at half-time. This person will be home-based at International Institute (II) and out-stationed on a regular basis at the Newcomers Health Program at San Francisco General Hospital and at the Women, Infants, and Children's Services Program (WIC). The set aside funds will also be used to develop printed outreach materials. The CHOW will distribute the materials when making regular outreach visits to the Children's Health Insurance Program, a.k.a. the Healthy Families Program, Headstart, and the refugee Central Intake Point (CIP). The project will also disseminate information through the CIP's and International Rescue Committee's Bosnian databases.

7. Amount of Grant Funding Applied for: .....N/A
This is a formula allocation.
8. Maximum Funding Amount Available: $33,592

9. Required Matching Funds: Yes: __ No: X / Cash or In-Kind?

If yes, list dollar amount and identify source of Matching Funds in Department Budget:

10. Number of new positions created and funded: .....None

11. If new positions are created, explain the disposition of employees once the grant ends?

12. Are indirect costs eligible for this grant? Yes: ___ No: X

If yes, please identify the amount of $ in indirect costs?

13. Amount to be spent on contractual services:.....$28,553

14. a.) Will contractual services be put out to bid? .....No

b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements?

15. Is this likely to be a one-time or ongoing request for contracting out? One time request

16. Term of Grant Start Date: 10/1/99 End Date: 9/29/00

17. Date Department Notified of Available Funds:..... August 17, 1999

18. Grant Application Due Date: N/A.....

19. Grant Funding Guidelines and Options (Selection from RFP, grant announcement or appropriations legislation):

The grant announcement states in part, that these funds have been set aside for the purpose of "providing outreach and referral to ensure refugee access to the Children's Health Insurance Program (CHIP) and other programs for low-income working populations"...

20. Department Head Approval: Raymond R. Holland, Interim President

(Signature)

City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

475

Tuesday, December 21, 1999 **10:00 AM** **City Hall, Room 263**

Regular Meeting

/99

1. 992198 **[Federal grant funds to purchase bulletproof vests for law enforcement officers for the following City departments: Police, Sheriff, Juvenile and Adult Probation, and Public Health Institutional Police.]**

Resolution authorizing the Mayor's Criminal Justice Council to accept and expend $21,000 from the U.S. Department of Justice under the Bulletproof Vest Partnership Act to equip law enforcement officers with armor vests. (Mayor)

11/29/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 991425 **[Notice to Recycling Companies]**

Supervisors Becerril, Bierman, Katz

Ordinance amending Building Code Section 106.3.2.3.2 to provide notice of applications for and issuance of demolition permits to recycling companies upon their payment of a specified fee.

(Amends Section 106.3.2.3.2.)

7/19/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 8/18/1999.
8/16/99, SUBSTITUTED. SUBSTITUTED by Supervisor Becerril in Board, bearing same title.
8/16/99, ASSIGNED to Housing and Social Policy Committee.

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3. 991315 **[Amending Administrative Code, Residential Rent Control Chapter, to include the technical changes to conform local law with the State Costa-Hawkins Rental Housing Act]**

Ordinance amending San Francisco Administrative Code Chapter 37 "Residential Rent Stabilization and Arbitration Ordinance" by amending Sections 37.2 and 37.3 in order to implement and conform to the Costa-Hawkins Rental Housing Act (California Civil Code Sections 1954.50, et seq.), by removing the rental rates of most single-family homes and condominiums from rent control after specified dates, and by authorizing rent increases in rent controlled units upon specified subletting or assignment. However, specified units with serious long-term health, safety, fire or Building Code violations are excluded; unless a tenant who is party to a rent/lease agreement notifies the owner in writing, an owner's acceptance of rent does not waive the owner's right to establish initial rent or to enforce a sublease/assignment prohibition; termination or non renewal of an owner's contract or recorded agreement with a government agency that provides rent limitations for qualified tenant(s) requires 90 days written notice to the tenant(s). and the owner may not set the initial rent for the affected unit for three years except as specified. Also, amending San Francisco Administrative Code Chapter 37A "Residential Rent Stabilization and Arbitration Fee" by amending Section 37A.1 to provide that the fees remain applicable to defined units that are exempt from the rent control provisions but not from rent control provisions of Chapter 37. (Rent Stabilization and Arbitration Board)

(Amends Sections 37.2, 37.3, 37A.1)

7/2/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.
9/21/99, CONTINUED TO CALL OF THE CHAIR. Heard in Committee. Speakers: Joseph Grubb, Executive Director, Residential Rent Stabilization and Arbitration Board; Ted Lakey, Deputy City Attorney.
11/19/99, SUBSTITUTED. Substituted by City Attorney 11/19/99, bearing new title.
11/19/99, ASSIGNED to Housing and Social Policy Committee.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

Rule 5.40 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

992153 **[Police Code, itemized receipts for goods purchased]**
Supervisors Leno, Newsom
Ordinance amending Police Code by adding Section 458, requiring retail establishments to issue itemized receipts for goods purchased and providing for penalties and fines.

(Adds Section 458.)

11/22/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 12/22/1999.

Watch future agendas for matters.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requests are made by 4:00 p.m. of the Friday before the Board meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda, contact Annette Lorich at (415) 554-7706.

Following a meeting minutes are available in alternative formats. Contact Marie McKechnie at (415) 554-7722.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force at 554-6171.

HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON B. GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

IMPORTANT HEARING NOTICE!!!

Bill Lynch
Govt Information Ctr
41 Library
100 Larkin Street

Public Library, Gov't Information Ctr.. 5th Flr.
Attn: Susan Hom, Dept. 41

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BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

December 17, 1999

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: December 21, 1999 Housing and Social Policy Committee Meeting

Item 1 – File 99-2198

Department:	Mayor's Criminal Justice Council (MCJC)
Item:	Resolution authorizing the Mayor's Criminal Justice Council to accept and expend $21,000 from the U.S. Department of Justice under the Bulletproof Vest Partnership Act of 1998 to equip law enforcement officers and other criminal justice personnel working in various City departments with bulletproof vests.
Grant Amount:	$21,000
Grant Period:	July 1, 1999 through June 30, 2000 (one year)
Source of Funds:	Federal Government's Bulletproof Vest Partnership Act of 1998 Program
Description:	Mr. Keith Choy of the Mayor's Criminal Justice Council (MCJC) reports that in June of 1998, Congress enacted the Bulletproof Vest Partnership Act, which made approximately $25 million available nationwide for

identified needs for bulletproof vests for law enforcement agencies.

The proposed resolution would authorize the Mayor's Criminal Justice Council to (a) accept and expend $21,000 in Bulletproof Vest Partnership Act funds previously designated for San Francisco through the U.S. Department of Justice to equip law enforcement officers and other criminal justice personnel working in San Francisco with bulletproof vests and (b) agree to match the subject grant funds in the amount of approximately $20,866, resulting in total project funds of $41,866.

Mr. Choy states that the proposed grant funds and matching funds totaling $41,866 would be used to purchase 118 bulletproof vests for law enforcement officers and other criminal justice personnel working in various City departments, including the Department of Public Health's (DPH) Institutional Police, the Juvenile Probation Department, the Adult Probation Department, the Sheriff's Department and the Police Department, as shown in the table below:

Department	No. of Vests
DPH	20
Juvenile Probation	11
Adult Probation	10
Sheriff	39
Police	38
Total	118

Mr. Choy states that the proposed 118 new bulletproof vests would either augment each City department's current number of bulletproof vests or replace a portion of those vests which have surpassed their useful life of approximately 5 years.

Budget:

Attachment I, provided by the MCJC, contains the total project costs and the funding sources, totaling $41,866, to support the proposed purchase of 118 bulletproof vests.

Required Match[1]: $20,866 required local match which is included in the budgeted funds of the Department of Public Health, the Sheriff's Department and the Police Department.

Indirect Costs: According to Mr. Choy, MCJC is requesting a waiver of indirect costs in order to allocate all of the grant funds to direct project costs.

Comments:

1. Mr. Choy states that although the commencement date of this grant is July 1, 1999, the MCJC has neither accepted nor expended the proposed grant funds. Therefore, this resolution does not provide for retroactivity.

2. Attachment II is the Grant Application Information Form, as prepared by the MCJC.

3. The MCJC has prepared a Disability Checklist for the Board of Supervisors, which is on file with the Clerk of the Board of Supervisors.

Recommendation: Approve the proposed resolution.

[1] The U.S. Department of Justice requires a minimum match of 50 percent of each jurisdiction's grant amount. The proposed matching funds of $20,866 represent nearly 100 percent of the subject grant amount of $21,000.

Bullet Proof Vest Award Match Allocation

Cost Per Vest (City Approved Rate incl. Tax): $ 354.80

Department	# of Vests	Cost Per Department	Federal Award	Department Contribution
Public Health Inst. Police	20	$ 7,095.90	$ 3,547.95	$ 3,547.95
Juvenile Probation	11	$ 3,902.75	$ 3,902.75	$ -
Adult Probation	10	$ 3,547.95	$ 3,547.95	$ -
Sheriff	39	$ 13,837.01	$ 5,566.42	$ 8,270.59
Police	38	$ 13,482.21	$ 4,434.93	$ 9,047.28
Total	118	$ 41,865.81	$ 21,000.00	$ 20,865.82

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: **The Board of Supervisors**
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Mayor's Criminal Justice Council (MCJC)
2. Contact Person: Keith Choy Telephone: (415) 554-6558
3. Project Title: Bulletproof Vest Partnership Grant Act
4. Grant Source Agency: U.S. Department of Justice, Bureau of Justice Administration
5. Type of Funds: Federal X Federal-State (Pass-Through) ___ State ___ Local ___
   Private ___
6. Proposed (New/Continuation) Grant Project Summary: New
   The U.S. Department of Justice, Bureau of Justice Administration State Board of Corrections has distributed $25 million in federal funds on a competitive basis to states, tribal governments, and local units of governments who have identified bulletproof vest needs among local law enforcement agencies.

7. Amount of Grant Funding Applied For: $187,809
8. Maximum Funding Amount Available: No limit; $25 million total nationwide
9. Required Matching Funds? Yes: X No: ___ /Cash or In-kind? Cash
   If yes, list dollar amount and identify source of Matching Funds in Department Budget:
   Approximately $21,000 per year from general fund and state funds. See attached budget.
10. Number of new positions created and funded: None
11. If new positions are created, explain the disposition of employees once the grant ends.

12. Are indirect costs eligible costs for this grant? Yes ____ No: X

If yes, please identify the amount of $ in indirect costs. ____

13. Amount to be spent on contractual services: N/A

14. a.) Will contractual services be put out to bid? N/A

b). If so, will contract services help to further the goals of the department's MBE/WBE requirements? N/A

15. Is this likely to be a one-time or ongoing request for contracting out? N/A.

16. .16. Term of Grant: Start-Date: 7/1/99 End-Date: 6/30/00

17. Date Department Notified of Available Funds: 3/24/99

18.Grant Application Due Date: N/A

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation): Counties must spend funds according to department of Justice, Bureau of justice Administration legislation and guidelines.

20. Department Head Approval: KIMIKO BURTON-CRUZ DIRECTOR, MCJC

(Name) (Title)

Kimiko Burton-Cruz

(Signature)

Item 2 – File 99-1425

Department: Department of Building Inspection (DBI)

Item: Ordinance amending Part II, Chapter 1 of the San Francisco Municipal Code (Building Code) Section 106.3.2.3.2 to provide notice of applications for, and issuance of, demolition permits to recycling companies upon their payment of a specified fee.

Description: The proposed ordinance would amend Section 106.3.2.3.2 of the San Francisco Building Code to establish a procedure for enabling recycling companies to be notified when the DBI issues a demolition permit. Groups involved in architectural or historic prevention, and in housing conservation, can already obtain such notices upon the payment of an annual fee. The DPW divides San Francisco into four geographic areas. For notifications of DBI issuance of demolition permits in one of those geographic areas, the fee is currently set at $41.50 per year. For notifications covering more than one of those geographic areas, the fee is currently set at $123.40 per year. These existing fee levels would also apply to recycling companies.

Comments:

1. According to Ms. Amy Lee of the DBI, recycling companies want to be notified when the DBI issues demolition permits because of the potential availability of building materials and fixtures suitable for recycling.

2. The attached memorandum provided by Ms. Lee lists the fees which would be charged under the proposed ordinance to recycling companies requesting notification when the DBI issues demolition permits. According to Ms. Lee, there are currently only two organizations which have paid the fees for notifications covering multiple geographic areas: San Francisco Architectural Heritage and the San Francisco Water Department. Their payment of fees resulted in fee revenue of $246.80 in FY 1999-2000.

3. As outlined in the attached memorandum, Ms. Lee reports that if 25 companies paid the existing annual fee of $123.40 to receive notifications of the issuance of

demolition permits for multiple geographic areas, the DBI would receive additional estimated revenues of $3,085 per year, while incurring additional printing and postage costs of $559 per year, thereby resulting in net estimated revenues of $2,526 annually. However, Ms. Lee notes that the existing fees would not cover the $10,611 value of the time that would be allocated by DBI employees to process additional demolition permit notices. Although the existing fees will not recover the costs of the time involved by existing personnel, Ms. Lee advises that the DBI would seek Board of Supervisors approval for a fee increase only if additional personnel were required to process the demolition permit notifications.

Recommendation: Approve the proposed ordinance.

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF BUILDING INSPECTION

ADMINISTRATION AND FINANCE DIVISION
1650 Mission Street, Third Floor, Suite #304, San Francisco, CA 94103-2414
Telephone No. (415) 558-6685 Fax (415) 558-6207

TO: Alan Gibson, Budget Analyst

From: Amy Lee, Manager, Administration and Finance Division

Date: August 4, 1999

Re: Response to Inquiry on Fees for Demolition Notices and Projected Revenue

Under existing legislation, demolition notices are provided only to groups involved in architectural or historic prevention, and housing conservation. Requests for notices are made annually and annual fees for notices are as follows:

Notice of application and permit issuance by area/interested parties:

1 area	$ 41.50 per annum
Multiple areas	$123.50 per annum *

Currently, only two groups/individuals have requested notices and in total pay a fee of $247.

In FY 1998-99, the Department issued 183 demolition permits. On average, 3-4 demolition permits were issued per week.

In response to your question on whether revenues would increase if legislation should include recycling companies, the following assumptions would be needed to project any revenue amount:

1) All 25 demolition contractors listed in the Yellow Pages would qualify as recycling companies as defined in the new legislation.
2) All 25 contractors would request a notice.
3) All notices would be based on multiple area demolitions.

Based on those assumptions, the Department would receive an additional $3,085 per year in demolition notice fees. However, in addition to this revenue, DBI would incur a certain amount of expenditure to provide the notices. Accordingly, the following lists expenditures that would be necessary to provide such notices:

1) Copy costs and postage based on a weekly basis... $ 559.00
(Assuming $0.10 per notice and $0.33 postage)

2) Clerical staff (1404 Clerk-$34,791 per year plus $7,654 in fringes) support assuming that a quarter of his/her time will be necessary to track the demolition issuance, copy and mail out to the recipient groups. $10,611.25

Should you have additional questions, please do not hesitate to call me at 558-6685.

*The Budget Analyst notes that this figure should read $123.40.

Item 3 – File 99-1315

Note: This item was continued by the Housing and Social Policy Committee at its meeting of September 21, 1999.

Department: Rent Arbitration Board

Item: Ordinance amending the Administrative Code Chapter 37 (Residential Rent Stabilization and Arbitration Ordinance) by amending sections 37.2 and 37.3 in order to implement and conform to the Costa-Hawkins Rental Housing Act (California Civil Code Sections 1954.50, et seq.), including provision of property owner rights to establish initial and subsequent rental rates for separately alienable parcels, and including conditions for establishing the initial rental rate upon sublet or assignment; and amending San Francisco Administrative Code Chapter 37A (Residential Rent Stabilization and Arbitration Fee) by amending Section 37A.1, to provide that Chapter 37A fees remain applicable to defined residential units which are exempt from the rent increase limitation provisions of Chapter 37 but which are not exempt from other provisions of Chapter 37 pursuant to the Costa-Hawkins Rental Housing Act and/or its implementing provisions as contained in San Francisco Administrative Code Section 37.3(a)(8).

Description:

Chapter 37

The proposed amendments of Administrative Code Sections 37.2 and 37.3 are necessary to bring the City into compliance with the Costa-Hawkins Rental Housing Act (California Civil Code Sections 1954.50, et seq., hereinafter, 'Act'). Such amendments include: (1) provision of property owner rights to establish initial and subsequent rental rates for single-family homes and condominiums, and include conditions for establishing the initial rental rate upon sublet or assignment; and, (2) technical, non-substantive provisions.

According to Ms. Marie Blits, Deputy City Attorney, the principal legislative effects of the Costa-Hawkins Rental Housing Act were: (1) to establish vacancy decontrol as the statewide standard for rent control regulation in California; and, (2) to exempt single-family homes and condominiums from the rent increase limitations of rent control regulation. Under vacancy decontrol, landlords are permitted to raise rents to the current market level as units are vacated. According to Ms. Blits and Mr. Joe Grubb, Executive Director, of the Rent Arbitration Board, the City will not be significantly impacted by the vacancy decontrol provision since vacancy control has never been part of the City's Residential Rent Stabilization and Arbitration Ordinance (hereinafter, 'Rent Ordinance') and therefore all landlords have been permitted to raise rents to the current market level as units were vacated.

According to Mr. Grubb, the exemption provision for separately alienable parcels in the Act eliminated rent control or rent stabilization of rental rates for any single-family home or condominium; however, other rent control provisions do still apply. The Act imposed a three-year phase-in of the exemption of single-family or condominium units, whereby any tenant who was in residence in these units prior to January 1, 1996 and who was subject to rent control would continue to be subject to rent control until such tenants moved out. Tenants, who moved into such units after January 1, 1996, would be subject to rent increases without limitation following January 1, 1999.

Chapter 37A

Each owner of a residential rental unit in the City, with the exception of specific non-profit entities, residential care facilities, Section 8 housing, and residential units constructed since June 1979, is required under Chapter 37A of the Administrative Code to pay an annual Rent Stabilization and Arbitration Fee for each unit. The fee for each rental unit is calculated annually by determining the total projected annual cost of funding the Rent Arbitration Board divided by the total number of rental units estimated to pay the fee. As reported by the Rent Arbitration Board, such an annual fee cannot currently exceed $16 per rental unit.

Under the proposed ordinance, Chapter 37A will be amended such that the $16 rental unit fee will still be assessed on properties otherwise exempt from the rent increase limitation provisions (but not other provisions) of Chapter 37 pursuant to the Costa-Hawkins Rental Housing Act (Civil Code §§1954.50, et seq.) and/or San Francisco Administrative Code §37.3(a)(8).

Comments:

1. Mr. Grubb reported that under the proposed amendments, the Rent Arbitration Board would have no appreciable increase in workflow, nor should there be any increased costs incurred by the City due to these amendments.

2. Mr. Grubb reported that under the proposed amendments, the Rent Arbitration Board would not experience any decrease in fee revenues since units partially exempted by Costa-Hawkins can still be assessed the Chapter 37A fees.

3. Ms. Blits reported that under the proposed amendments, the City Attorney's Office is not expected to see any appreciable increase in workflow, nor should there be any increased costs incurred by the City due to these amendments.

4. Ms. Blits has concurred with the Budget Analyst that the proposed ordinance should be amended to correct a clerical omission pertaining to San Francisco Administrative Code §37.2(v), that is the inclusion of the Utilities definition.

Recommendations:

1. Amend the proposed ordinance to include San Francisco Administrative Code §37.2(v) pertaining to the definition of Utilities.

2. Approval of the proposed ordinance, as amended, is a policy matter for the Board of Supervisors.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
President Ammiano
Supervisor Brown
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
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